SECTION CLOSED

## Office Memorandum • UNITED STATES GOVERNMENT

ro : MR. TOLSON

DATE: November 21,

Tolson \_\_\_\_\_ Boardman \_\_\_\_ Nichols \_\_\_\_ Bilmont \_\_\_\_

FROM :

J. P. MOHR

SUBJECT:

H. LYNN ÉDWARDS
Special Agent
Personnel Officer
Administrative Division
Not on Probation

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#### REALLOCATION

Mr. Edwards is presently in grade GS-15, \$12,150 per annum, and is being considered for reallocation to grade GS-16, \$12,900 per annum.

He entered on duty February 10, 1941; is 40 years of age, married, and has one child. He has a Bachelor of Arts Degree, a Bachelor of Laws Degree, and is a member of the Pennsylvania State Bar. He is also a member of the American Bar Association. He was designated Personnel Officer of the Bureau April 30, 1947. His services have been entirely satisfactory.

(Mr. Edwards has a wide variety of highly responsible supervisory responsibilities.) In addition, he has some very excellent contacts on a high level with numerous Federal agencies and departments and is able to obtain information on a confidential basis that would otherwise be unavailable. His contacts with the Civil Service Commission are particularly outstanding and through his sources at the Commission has been able to obtain on numerous occasions information of extreme value to the Bureau regarding personnel matters of all types, Veterans' matters and classification and inspection matters.

Mr. Edwards has under his supervision 17 Special Agents and 163 clerks, for a total of 180 employees. Among the most important matters for which Mr. Edwards (is responsible are the following: Service Awards, position classification, employee compensation, Special Agent physical examinations, Service record inquiries, Veterans matters, clerical and Special Agent reallocations, Burgou applicant procurement, administrative action matters, Incentive Award Program, personnel briefing and numerous other personnel action matters.

The Bureau's one-package Consolidated Charity Fund was spearheaded and supervised by Mr. Edwards and it is now considered a model for other Governmental agencies.) He has on numerous occasions

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explained the Bureau's successful plan to representatives of other Governmental departments and we have received numerous highly favorable comments concerning our one-package program. (Mr. Edwards also devised and supervised the preparation of the Bureau's Personnel Procedures and Operations Manual and the Employees' Handbooks for Seat of Government and field employees.)

There is attached a list of Governmental agencies and departments having personnel officers in grades GS-16, 17 and 18. We feel that this list is not complete but is the only available information on this subject we are able to obtain at this time. You will observe that the Central Intelligence Agency has a personnel office with the title of Assistant Director in grade GS-18. He has two Assistant Personnel Officers, one in grade GS-17 and one in grade GS-16. Liaison Agent Papich reported in his memorandum of February 14, 1955, that CIA's personnel office could be compared generally with the Bureau's Personnel Section.

During the past year Mr. Edwards received one letter of censure March 17, 1955, for failure to detect typographical errors in outgoing correspondence. During this same period one letter of appreciation was directed to him on May 23, 1955, for his services in connection with the Attorney General's staff conference at the FBI Academy.

On February 10, 1955, the Director congratulated Mr. Edwards upon his fourteenth anniversary with the Bureau. The Director commented that Mr. Edwards had contributed much to the Bureau's growth these many years and the Director was indeed proud to have him as one of his associates.)

#### RECOMMENDATION

In view of the extremely wide variety of important matters supervised by Mr. Edwards and in view of his satisfactory service as Personnel Officer, I recommend his reallocation to grade GS-16, \$12,900 per annum. If approved he will be advised that this promotion is for the duration of his present assignment.

Togree of John Jan Jan

A PERMANENT BRIEF OF MR. EDWARDS' FILE IS ATTACHED.

ERG; ako

#### Central Intelligence Agency ı.

- a. | Personnel Officer in Charge carries title of Assistant Director: grade GS-18.
- One Assistant Personnel Officer in Charge; grade GS-17. b.
- c. One Personnel Officer in #2 position; grade GS-16.

(This information secured by liaison agent and reported in memorandum February 14, 1955. He stated that CIA's Personnel Office could be compared with the Bureau's Personnel Section in the Administrative Division).

#### Tennessee Valley Authority (TVA)

Director of Personnel; GS-16, \$12800 (This was the top of GS-16 prior to 3/13/55 and this position may be GS-17 now. Not possible to ascertain present grade).

#### 3. Department of Commerce

a. Director of Personnel: GS-17.

#### 4. Foreign Operations Administration

- a. Director of Personnel: GS-18.
- Director of Personnel Security and Integrity; \$15,000 per (This position higher than GS-18).

#### 5. Department of State

- a. Director of Personnel: GS-16
- ∘b. Assistant Secretary for Personnel and Administration; \$15,000 per annum.

#### Departments and agencies having Personnel Officers in GS-16.

- a. Health, Education and Welfare.
- b. Department of Defense.
- Department of the Army. C.
- d. Department of the Navy.
- e. Atomic Energy Commission

ENCLOSURE 67-171087-199

- f. Post Office Department.
- g. Department of Agriculture.
- h. Department of the Interior.
- 7. There are possibly others than the afore-mentioned because a number of agencies, such as General Services Administration, Treasury, General Accounting Office, Internal Revenue Service, Federal Housing Administration, had Personnel Officers who were at the top of grade GS-15 two years ago and there has been an appreciable increase in the number of super grade positions since then, but information is not available as to whether these positions were converted to super grades.
- 8. Another factor of note is that many of the agencies have greatly decentralized their personnel management program and operations which has the effect of lessening the responsibility shouldered by the central Personnel Officer and, further, it has the effect of creating a larger number of deputy or assistant positions heading up the decentralized units.

Maplifich)

Movember 22, 1955

Mr. H. Lynn Edwards Federal Eurosu of Investigation Mashington, D. C.

Dear Mr. Edwards:

I am indeed pleased to advise that you are being promoted to the position of Special Agent, \$12,900 per amoun in Grade GS 16, effective December 4, 1955.

This promotion will remain in effect only for the duration of your present assignment as Personnel Officer in the Administrative Division.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover Director

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November 25, 1955

#### MEMORANDUM FOR MR. TOLSON

On Movember 23, 1955, I saw Special Agent H. Lynn Edwards, Personnel Officer of the Administrative Division, who called to thank me for his promotion to GS-16.

I discussed with Mr. Edwards some of the problems of the Bureau, particularly the necessity for more careful screening of our personnel, both clerical and investigative. I stated I thought this should be emphasized in all conferences with Special Agents in Charge and at In-Service Schools because as the Bureau grows larger it is imperative that we keep to the minimum personnel headaches which could be avoided by careful evaluation of individuals before appointment.

Yery truly yours,

15

John Edgar Hoover
Director

JEH:eff (4)

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## STANDARD FORM 50 REV. APRIL 1951 PRONULEATED BY U. S. CIVIL SERVICE COMMISSION CHAPTER 21, FEDERAL PERSONNEL MANUAL

# U. S. DEPARTMENT OF JUSTICE FEDERAL BUREAU OF INVESTIGATION WASHINGTON 25, D. C.

FORM APPROVED BUDGET BUREAU NO. 50-R064

NOTIFICATION OF PERSONNEL ACTION

NOTIFICATI	ON OF I	ERSU	JAIAE	EL ACIDON	4776
1. NAME (HRMISS-MRSPIRST-MIDDLE INITIAL-LAST)		2. DATE OF	EIRTH	3. JOURNAL OR ACTION NO. F. B. L.	4. DATE
MR. H. LYNN EDWARDS	#09269	5-14-1	5	10688	12-2-55
This is to notify you of the following action affecting your e	mployment:			:	
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STANDARD FORM NO. 64

## Office Memorandum . UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 11-23-55

FROM: F. D. Hereford 704

SUBJECT:

H. LYNN EDWARDS
Special Agent
Personnel Officer
Administrative Division

EOD 2-10-41 GS-15, \$12,150

(GS-16, \$12,900, to be effective 12-4-55)

Non-Veteran; Not on Probation

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This is a brief and concise summary of Ur. Edwards' record for the Director's use in the event the Director should see him. Mr. Edwards has been Personnel Officer of the Bureau since 4-30-47, and his services have been very satisfactory.

By letter dated 11-22-55 Mr. Edwards was advised of his promotion to \$12,900 per annum in Grade GS-16, effective 12-4-55, and this promotion would remain in effect only for the duration of his present assignment as Personnel Officer in the Administrative Division.

During 1955 he has been censured on one occasion for failure to detect typographical errors in outgoing correspondence, and during this same period a letter of appreciation was directed to him for his services in connection with the Attorney General's staff conference at the FBI Academy.

It is to be noted that Mr. Edwards has a wide variety of highly responsible supervisory responsibilities. Among these are service awards, position classification, employee compensation, Special Agent physical examinations, service record inquiries, Veterans' matters, clerical and Special Agent reallocations, Bureau applicant procurement, administrative action matters, Incentive Award Program, personnel briefing and numerous other personnel action matters. The Bureau's one-package Consolidated Charity Fund was spearheaded and supervised by Mr. Edwards and it is now considered a model for other Governmental agencies. Mr. Edwards also devised and supervised the preparation of the Bureau's Personnel Procedures and Operations Manual and the Employees' Handbooks for Seat of Government and field employees.

On 2-10-55 the Director congratilated Mr. Edwards upon his fourteenth anniversary with the Bureau The Director commented that Mr. Edwards had contributed much to the Bureau's growth these many years and the Director was indeed proud to have him as one of his associates 28 15

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His daily average overtime for the months listed was as follows:

 February, 1955 - 3 hours 9 minutes
 July, 1955 - 2 hours 40 minutes

 March, 1955 - 2 hours 28 minutes
 August, 1955 - 3 hours 5 minutes

 April, 1955 - 3 hours 17 minutes
 September, 1955 - 3 hours 29 minutes

 June, 1955 - 3 hours 28 minutes
 October, 1955 - 3 hours 9 minutes

His office of preference since 2-1-55 is listed as Washington, D.C.

A PERMANENT BRIEF OF HIS PERSONNEL FILE IS ATTACHED.

FDH:vc (2) Enclosure

Mr. Tolson\_ Mr. Nichols.

Mr. Boardman

Mr. Belmont. Mr. Mason.

Mr. Mohr. Mr. Parsons.

December 14, 1955r. Rosen. Mr. Tamm.

> Mr. Nease... Mr. Winterrowd. Tele. Room.

Mr. Holloman

Miss Gandy.

Mr. John Edgar Hoover Director Federal Bureau of Investigation Washington, D. C.

Dear Mr. Hoover:

In my opinion the current Semiannual Agents Conference at the Seat of Government would make you feel very, very proud. I came away from the first session yesterday afternoon confident that those meritorious objectives to which you have daily devoted all your waking hours are closest to the hearts of your top officials, and are receiving their concentrated attention as exemplified by their remarks to all of us.

It was obvious to me that all those on the program - Mr. Mason, Mr. Gilliland, Mr. Nichols, Mr. Mohr, Mr. Boardman, Mr. Belmont, and Mr. Tamm - exerted real effort in preparation, selected the very heart of the grave issues, and presented them in an understandable. inspiring manner which could not help rallying every agent's energies and spirit to the tasks facing the Bureau today.

Although incidents will undoubtedly continue to occur in this big and still human organization to make you and all of us sad at the time, I know that such inspirational get-togethers as yesterday's conference will fortify everyone in his firm resolve to keep his sights clear and n strive toward that perfection which has been your target.

Sincerely,

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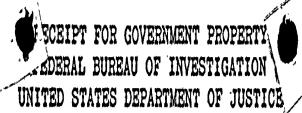
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2 JAN 11 1956

FECERAL BUHLAU UP INVESTIGATION



Dec 14, 1953

I certify that I have (received) the following Government property for official use:

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## READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

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Very truly yours,

Mayon Elocal

# Office Memorandum • UNITED STATES GOVERNMENT

Office	Memoranaum ·	UNITED	DATE: Sept. 22, 13	954 Bearlina
5 TO 1	Mr. Mohr		-	1
FROM !	H. L. Edwards The	_	21 2 Startedo	Sizeo Winterrowd Tele, Room Holloma
SUBJECT:	APPLICANT Clerk		J. L. Director's ob	Gasty
	APPLICANT Clerk		ha nirector's	h6

This memorandum is submitted to answer the Director's observation that my memorandum of September 17, 1954, regarding the captioned applicant was "a very badly prepared summary. There is no reference in it to the effect that applicant is not qualified for standing on her

My failure to mention the physical factor was an oversight for which I am very sorry. However, I had interviewed the applicant carefully about her physical condition and on receiving assurances from her that she could perform duties involving standing or malking I confined the memo to what I considered the remaining questionable factor of the reputation of her married sister who was reported to be a striptease artist in Chicago. I should have also included in my memorandum the information concerning her physical condition which caused me to satisfactorily resolve that question in my mind.

The facts concerning her physical condition are that she was treated in 1947 for a bone disease diagnosed as osteomyelitis two inches below the right hip joint. We interviewed vised that the condition had cleared up and she would be able to do routine clerical duties involving standing and walking.

on July 21, 1954, applicant shis band, who is 3 frace is clerk in the Bureau, informed the Applicant Unit that she was not dapable of strenuous physical exertion but could perform work where the is not on her feet for an entire day. Homewer in her days in he her feet for an entire day. However, in her physical report dated certifies her for strenuous physical August 19, 1954, certifies her for strenuous physical certifies her for strenuous physical indicated that exertion, states she is qualified for FBI employment, indicated that the osteomyclitis has had no flare-up, there are no limitations of mother osteomyclitis has had no flare-up, there are no limitations at this continue with market and an area and the market and area  tion in any direction, she walks normally, has necessarian et this time but he recommended duty with a moderate mounts of Manding. In my interview with the applicant I told her that we could give no assurance of any restricted assignment and, in fact, as a clerical applicant chances were that she would receive assignments involving regular standing and walking. She told me she has no reason to believe any limitstion necessary in her case and she stated that she had regularly done normal walking, all finds of housework, regularly engages in dancing, goes up and downesteps and believes she couls handle such an assignment. This seemed to confirm information we received from the doctory who had tredted her,

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Memorandum for Mr. Mohr

After return of my prior memo from the Director, I interviewed her husband this morning and asked him the basis for his statement in July that applicant is not capable of strenuous physical exertion or being on feet for entire day. He stated he has no basis other than his own interest in his wife and observations he has made that she has become tired after a day of sightseeing or after a day of housework. He said he is possibly being influenced by knowledge of her previous illness. He stated that he accompanied her in August during the preemployment physical exam and the doctor's recommendation for duties involving moderate amount of standing is based on his specific question of the doctor and that the doctor assured him he found nothing there to compel limitation but thought it would be a good idea to insert such a recommendation. Husband specifically stated in answer to my question as to whether he wanted wife considered for a job where probability or likelihood of regular standing and walking existed, that he had no reason to feel she could not safely perform such assignment and since she was interested in working and needed the job he felt no undue risk would be involved.

#### RECOMMENDATION

Accordingly, I recommend that of approved for appointment as a clerk, GS-2, \$2,750, and assigned to the Records Section.  Tagher — I have Spoken to Edwards  The more careful in frequency in the second section.	recommend that be approved for	40000
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## RECEIPT FOR GOVERNMENT PROP FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have received the following Government property for official use: retylyded/

D. C. Official Parking Permit, Expires 6-30-60

RETURNED

D. C. Official Parking Permit, Expires 6-30-59

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#### READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written

Signature)

(Typed H. Lynn Edwards

# RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

December 15, 1955

I certify that I have received the following Government property for official use: returned

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#### READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

The state of the s

Very truly yours,

Mynn Edwards



January 12, 1956

Personal and Confidential

Mr. H. Lynn Zdwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

I want to commend you for the splendid job you did as chairman of the FBI Employees Consolidated Charity Fund. You deserve a great deal of credit for the outstanding results attained in the 1955-56 campaign which were attributable to a great extent to your enthusiastic leadership and direction.

I am well aware of the time and energetic efforts this project demanded of you and feel that your handling of the many details was highly effi-cient. The notable record established by the drive is due in no small measure to your exemplary seguices.

> Sincerely yours. Le Edgar Hoover

MAILED 5 JAN 1 2 1958 COMM-FBI

Boardman ..

Mr. Wohr (Personal Attention)

RECUTATION 11/1084 20

Based on memo Mohr to Tolson 1/6/56 JPM: hup

Nichols Belmont Harbo \_ Mohr . Parsons Rosen Sizoo \_

3 JAN 18 1956

December 14, 1955

**PERSONAL** 

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

I want to thank you sincerely for your letter of December 14, giving me your observations upon the Semiannual Special Agents Conference held at the Seat of Government. I also am very happy indeed to note your favorable reaction to this Conference and your comments upon the officials of the Bureau who appeared before it.

I know that with such a spirit upon the part of all, the Bureau can continue to merit the confidence and support of the decent citizens of this country.

Sincerely,

Th' BYBUS EJOANA

JEH:tlc

Toison Boardman. Nichols Belmont Harbo -Mohr Sizoo

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#### February 10, 1956

PERSONAL

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

May I offer you my heartiest congratulations on your Fifteenth Anniversary with the FBI. I am mindful of the loyal and devoted service performed by you and feel that the efforts of dedicated employees such as you contributes much to the accomplishments of the Bureau. It is my sincere hope that you will continue your career in the FBI for many years to come.

Sincerely,

Je Edgar house

JEH:

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Boardman .

NAME: (H. Lynn Edwards)

TITLE: Personnel Officer

PAYROLL #09269

GRADE: GS 16, \$12,900

EOD:

2/10/41

NOT ON PROBATION

NON-VETERAN

#### ASSISTANT DIRECTOR MOHR:

Mr. Edwards is the Personnel Officer of the Bureau and has direct supervision over the Personnel Section. He has an excellent knowledge of his duties and maintains outstanding contacts to assist in the work of the division, particularly as it pertains to personnel matters.

He is an extremely loyal employee to the Director and the Bureau and I regard him as an outstanding Bureau employee. It is a pleasure to be associated with him.

RATING: SATISFACTORY

#### ASSISTANT DIRECTOR TAMM:

Mr. Edwards is extremely intelligent, hard working, interested and loyal.

3.6 FEB 10 1956

Inspection Administrative Division January 19, 1956 JPM:DW

## RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

2-8.56

I certify that I have received the following Government property for official use:

Key to Closet Room 4543

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The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MULTILATE IT IN ANY WAY.

Very truly yours,

## Office Memorandum · United STATES GOVERNMENT

DATE:

Mohr

FRI EMPLOYEES CONSOLIDATED CHARITY PLAN

This memorandum is submitted to explain why the material which Deputy Attorney General Rogers requested yesterday afternoon concerning the FBI Employees Consolidated Charity Gaady Plan was delayed in reaching the Director this morning.

The material (consisting of a cover memorandum, a transmittal memorandum to Deputy Attorney General Rogers and a summary of the onepackage plan) was in proposed final form and taken by me to your office this morning at 8:50 A. M. You immediately reviewed it and suggested a change in both the cover memorandum and the transmittal memorandum to Rogers in order to delete any reference to our proposal to designate a. O copy of the material for Andretta. (Since Andretta's office had requested the material yesterday and subsequently had asked that it be delivered to him I felt we should have a copy designated for him even though we were sending the material to Rogers.) These changes were made and the revised memorandum was approved by you and personally taken by me'to Mr. Nichols at 9:40 A. Mr. Nichols suggested the inclusion of a brief reference to the opposition we have encountered with the March of Dimes Foundation and you felt that copies of the exchange of correspondence concerning this should also be furnished to Rogers so that he would not have to spend any time in locating the copies previously furnished him.

I left Mr. Nichols' office at 9:55 A. M. and the revised memorandum, as finally approved, was completed at 10:45 A. M. (The last revision involved typing copies of 7 pages of the correspondence referred to plus revising the memo to Rogers and the last page of the This work was spread among 4 stenographers and 3 typists to expedite it.) Immediately thereafter you and Mr. Nichols made final revi and initialed the material and after checking with Mr. Nease in Mr. Tolson office. I immediately delivered it to Miss Gandy just before 12:05 A. M.

I regret the delay because I certainly realized fully the urgency of this assignment. I do think the suggested changes by you and Mr. Nichols were extremely well taken and I wish I had thought of them so that the memorandum would have been in perfect form in the first place. HECURDED - 39 first place.

HLE: MAH (3)

8043.

cc: Mr. Nichola,

:V.

February 13, 1956

Mr. Rosen
Mr. Tamm
Mr. Nease
Mr. Winterrowd
Tele. Room
Mr. Holloman
Miss Gandry

Mr. Tolson

Mr. Nichols

Mr. Poardman

Mr. John Edgar Hoover, Director Federal Bureau of Investigation

Dear Mr. Hoover:

Washington, D. C.

My fifteenth Bureau anniversary last Friday will be another pleasant memory because of your letter, so characteristic of the thoughtfulness which has truly made it such a privilege to work under your leadership. I am very grateful.

You may be assured this milestone in my Bureau career is merely a reminder that so much more remains to be done, and the inspiring daily example of performance which you set will continue to be my guide for the future. I just hope I can do a little to detract from, rather than add to your heavy burdens.

Respectfully yours,

H. Lynn Edwards

ST-NOT RECORDED.2

February 24,

Mr. John Edgar Hoover Director Federal Bureau of Investigation Washington, D. C.

Dear Mr. Hoover:

Mr. Tolson Mr. Nichols Mr. Nichols Mr. Boardman Mr. Belmont Mr. Mason Mr. Mohr My5 Parsons Mr. Rosen Mr. Tamm Mr. Nease Mr. Winterrowd Tele, Room Mr. Holloman Miss Gandy

Last evening at its monthly executive meeting, FBI American Legion Post No. 56 included me as a recipient of its Certificate of Appreciation for services to the Post, and among those enumerated by Commander DeLoach was the Bureau's beneficial veterans' counseling program.

This was indeed an honor which I shall cherish. But I know that whatever I have done in my position to merit this coveted recognition has been made possible only by your genuine interest in the veteran which has inspired and nourished the beneficial policies carried out by Veterans' Counsellors W. E. Clark and T. J. Nally. In my acceptance remarks I alluded to the fact that just as a salesman's job is made easy by having a good product to sell, so also has my job been facilitated by your constant concern for the veterans in the Bureau's employ.

The noteworthy attainments and outstanding calibre of FBI Post No. 56 are as much a tribute to your strong friendship for Bureau veterans as to the splendid capabilities of its officers and the high character of its members.

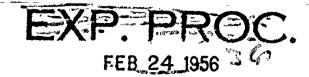
Respectfully yours,

ach-2/28/54

Lynn Edwards

Lvnn Edwards

Messrs. Clark and Nally ( ) supervisors in the Administrative Division.



## FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

ZH.

Name of Employee:	H. LYNNEDWAL	RDS	***
Where Assigned:	Administrative D (Division)	Division, Personnel Section (Section, Unit)	on
Payroll Title:	Personnel Office	r	
Rating Period: from	April 1, 1955	toMarch 31, 1956_	
ADJECTIVE RATING	·	FACTORY Satisfactory, Unsatisfactory	Employee's Initials
Rated by:	2 Signature	Assistant Director	3/31/56 Date
Reviewed by:	Conde a Jols	Associate Director Title	3/31/56 Date APR <b>5 195</b> 6
Rating approved by:	Signature	Assistant Director Title	Date
	TYPE O	of report	081.208
5-K	(X) Official (X) Annual	( ) Administrative ( ) 60-day ( ) Transfers	PR 4 1956
er f		( ) Separation from	m service

#### NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION.

UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

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(For use as attachment to Performance Rating Form No. / FD - 185)

Name of Employee H. LYNN EDWARDS  Title Personnel O  Rating Period: from 4/1  RATING GUIDE AND CHECK-LIST	
RATING GUIDE AND CHECK-LIST	7.00 to 07.017.00
New Orleans Service Community and Community	
Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grader terms as follows:  Outstanding (exceeding excellent and deserving special commendation).  Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  Unsatisfactory.  No opportunity to appraise performance during rating period.	de should be compared.
Guide for determining adjective rating:	
An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply as set out below.  So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plumarks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rat light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply viscous below.	lus', 'check', and 'minus'
(1) Personal appearance.  (2) Personality and effectiveness of his personal contacts.  (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  (4) Physical fitness (including health, energy, stamina).  (5) Resourcefulness and ingenuity.  (6) Forcefulness and aggressiveness as required.  (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.  (8) Initiative and the taking of appropriate action on own responsibility.  (9) Planning ability and its application to the work.  (10) Accuracy and attention to pertinent detail.  (11) Industry, including energetic consistent application to duties.  (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and know how of application.  (14) Technical or mechanical skills.  (15) Investigative ability and results:  (16) Cipitality and results:  (17) Internal security cases.  (18) Development of informants and source with the proper concleance and rate of informants and source with the propers of informants.  (2) Internal solitity.  (2) Reporting ability.	larity Lorganization Ladequacy and perti- c detail)  nments: king of suggestions for
A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Age tor, etc.):    Bureau   Personnel   Telephone   Personnel   Pers	ent, supervisor, instruc-
B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Execute  Administration	tri and
C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative	ve comments.) e comments.)
D. Has employee had any abnormal sick leave record during rating period? <u>NO</u> (If so, explain in narrative comments.)	
ADJECTIVE RATING: SATISFACTORY Outstanding, Satisfactory, Unsatisfactory	

Mr. Edwards during the past year has continued to function as Personnel Officer of the Bureau. He has handled his duties in an excellent fashion and has demonstrated his outstanding capabilities in the field of personnel administration.

Mr. Edwards has demonstrated that he thoroughly understands the personnel problems confronting the Bureau and has exercised a considerable amount of initiative and aggressiveness to advance personnel administration in the Bureau. To facilitate his work, he has developed excellent outside contacts, particularly at the Civil Service Commission and other related agencies having an interest in personnel administration.

Mr. Edwards is a sincere, conscientious, devoted employee and a credit to the Bureau. I regard his efforts during the rating period as being excellent.



### UNITED STATES DEPARTMENT OF JUSTICE

#### FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No. Washington 25, D. C.

Director Federal Bureau of Investigation United States Department of Justice Washington, D. C. / c. a. Smith

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I amforwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs. Constance M. E.	7	Relationship	· · · · · · · · · · · · · · · · · · ·	Date 3-9.	
AddressSame	Membery		Bulletin	***************************************	<b>.</b> b7C
The following person is death benefit to beneficiary of age			the Chas. S. Ross	Fund providi	ng \$1500
Name Sam		Relationship		_Date	مست پرده د
Address					
3/62/6/3	7- NOT RE 9 MAR 12		Very truly	yours,	

February 28, 1956

Mr. H. Lynn Edwards
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Mr. Edwards:

I am very appreciative of your letter dated February 24, 1956, wherein you advised that you had received a Certificate of Appreciation from FBI American Legion Post #56.

I am glad that FBI Post #56 saw fit to award you this distinction and you may rest assured that it is well deserved.

Sincerely,

Edgar Hooyer

CDD:fc (3)

MAILED 8 FEB 2 8 1956 COMM-FBI Mary Just

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Ace Memorandum , united states government MR. TOLSON May 8, 1956 Talson J. P. MOHR Nichols. FROM: H. LYNN EDWARDS SUBJECT: Parenne Special Agent Personnel Officer Administrative Division Non-Veteran, Not on Probation Winterrowd Tele. Room ERRORS IN CORRESPONDENCE Since November 14, 1955, Mr. Edwards has initialed ten items of correspondence containing typographical and form errors

Since November 14, 1955, Mr. Edwards has initialed ten items of correspondence containing typographical and form errors and failed to detect these errors. He handles a heavy volume of signature mail on a daily basis; however, I feel that he should have detected some or all of these errors. He has assured me that he will redouble his efforts to eliminate errors from correspondence in the future.

#### RECOMMENDATION:

In accordance with established policy, I recommend Mr. Edwards receive a letter of censure.

Enclosure ERC:eam

A PERMANENT BRIEF OF MR. EDWARDS' PERSONNEL FILE IS ATTACHED.

Jeh to Edwards
9956
5-11-56

31-bat

## SCENDARD FORM 47 10. SCHOOL SERVICE COMMISSION PHYSICAL TINESS INQUIRY FOR MOTOR VEHICLE FERATORS

/Lospyer M-2, F. F. M.		
LAST NAME-FIRST NAME-MIDDLE NAME	2. DATE OF BIRTH	3. TITLE OF POSITION
Edwards H. Lynn	May 14,1915	Sprent agent
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)	*	5/ EMPLOYING AGENCY
2707 Longstreet Ct., Falls Church,	Va.	FB1
6. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each stem)		
	Translate I	
YES NO Poor vision in one or both ever	YES NO	
1 oor vision in one or both eyes	,	ritis, rheumatism, swollen or painful joints
Eye disease Poor hearing in one or both ears		of hand, arm, foot, or leg
Diabetes	1	mity of hand, arm, foot, or leg
Palpitation, chest pain or shortness of breath		ous or mental trouble of any kind outs or epilepsy
Dizziness or fainting spells	1	r or albumin in urine
Frequent or severe headaches		ssive drinking habit (ALCOHOL)
High-or low blood pressure		serious defects or diseases
Drug or narcotic habit	The Content	serious defects of diseases
7. IF YOUR ANSWER IS "YES" TO ONE OR MORE OF THE ABOVE QUES	TIONS, EXPLAIN FU	LLY IN THIS SPACE:
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#: (A) DO YOU WEAR GLASSES? [X] YES [] NO	(B) DO YOU WEAR	CONTACT LENSES? YES NO
(C) DO YOU WEAR A HEARING AID? YES NO		
I certify that my answers above are full and true, and question may be grounds for cancellation of my eligibility of		
SIGNATURE		DATE
Thym Horas		4/30/16
They was the of how &		
REVIEW AND CERTIFICATIO	N RY DESIGNAT	ED OFFICIAL
·1	<del>_</del>	
I certify that I have reviewed this physical fitness inquir condition of the applicant, and that I have made the following		available information regarding the physical
There is no information on this form or otherwise physical examination.	e available to indic	eate that the applicant should be referred for
On the basis of items checked on this form or othe examination before he is authorized to operate		
tion is renewed.		
Items checked on this form or otherwise available the following facts:	e do not warrant	
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*		PATE NOT RECORDED.10
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SIGNATURE OF DESIGNATED OFFICIAL		DATE CT. DES
1. C. 2. Smith		5-22-5611
1 1 14AV 9 1 1056 U.S. GOVERNMENT PRINT		





#### PAST SAFE DRIVING RECORD CERTIFICATION

	NAME OF OPERATOR (PRINT - LAST, FIRST, MIDDLE INITIAL) Edwards H. Lynn	1	0ATE 4-30-56					
	Administrative Div. Personnel Sec.	Special agent						
	THIS IS TO CERTIFY THAT I PRESENTLY HOLD DO NOT HOLD ORIVER'S LICENSE.		PERMIT OR					
RATOR	PERMIT ISSUED BY: (STATE, TERRITORY POSSESSION, DISTRICT)	PERMIT NUMBER 9E 757816	PERMIT EXPIRES					
IN BY OPERATOR	THIS IS AN UNRESTRICTED (RESTRICTED) PERMIT. LIF RESTRICTED, EXP	LAIN BELOW)	near francische anni de anni anni anni					
TO BE FILLED IN	THIS FURTHER CERTIFIES THAT DIRING THE PAST THREE YEARS I HAVE DRIVEN A MOTOR VEHICLE (GOVERNMENT OR PERSON-ALLY OWNED) APPROXIMATELY HOLD MILES, DURING THIS TIME (A) I HAVE NOT RECEIVED A TRAFFIC VIOLATION TICKET; (B) I HAVE NOT BEEN HELD AT FAULT* AS THE DRIVER OF A MOTOR VEHICLE INVOLVED IN A TRAFFIC ACCIDENT. IF AFFIRMATIVE ANSWER, PLEASE EXPLAIN IN ADJACENT SPACE GIVING NUMBER AND DATES OF OFFENSES.							
_	* "AT FAULT" MEANS ANY CASE IN WHICH RESPONSIBILITY IS CONCEDED BY EMPLOYEE OR HIS INSURANCE COMPANY OR LIABILITY IS FIXED BY DULY CONSTITUTED AUTHORITY.	Hynn Edward SIGNATURE OF OPERATOR						
	NAME OF REVIEWING OFFICIAL (PRINT - LAST, FIRST, MIDDLE INITIA		DATE					
	THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED AND REFLI	SIECIAL AGEN						
	OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING THE PAST	THREE YEARS:	Augustus Inc					
IAL	CONTINUOUS SAFE DRIVING RECORD							
	INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT FAULT **							
OFFICIAL	I CERTIFY THAT THES EMPLOYEE IS:							
REVIEWING	QUALIFIED ON THE BASIS OF HIS SAFE DRIVING RECORD TO OPERATE MOTOR VEHICLES ON OFFICIAL BUSINESS.							
BY REV	NOT QUALIFIED AND MUST DEMONSTRATE HIS QUALIFICATIONS BY SATISFACTORILY PASSING A ROAD TEST EXAMINATION BEFORE OPERATING A MOTOR VEHICLE ON OFFICIAL BUSINESS.							
Ξ.	REMARKS:							
FILES	,	•	•					
T0 BE								

\* "AT FAULT" MEANS ANY CASE IN WHICH THE BUREAU HAS TAKEN DISCIPLINARY ADMINISTRATIVE ACTION AGAINST THE EMPLOYEE.

(SIGNATURE OF REVIEWING OFFICIAL)

DECLASSIFICATION AUTHORITY DERIVED FROM FBI AUTOMATIC DECLASSIFICATION GUIDE DATE 01-17-2012



May 11, 1956

#### PERSONAL AND CONVIDENTIAL

Mr. H. Lynn Edwards
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Edwards:

The attention of the Bureau has been directed to the fact that in the recent past you have reviewed and approved a number of items of Bureau correspondence without detecting nonsubstantive errors which they contained. It is most important that such errors in Bureau correspondence be eliminated.

Accordingly, the Bureau must insist that in the future you give nore careful attention to this phase of your responsibilities so that there will be no further occasion for bringing such deficiencies to your attention.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover

DIC: bak Ju	γ.	COMM rd FBI	ng phanasana phanasana an manasana na an mada	
cc - Mr. Mohr (Pers	onal Attention)	MAILED 25	15×5936	
	J. P. Mohr to Ur.	Tolson dated	\$/8/58, 180:	eam
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	Based on meno from	cc - Mr. Mohr (Personal Attention)	COMM - FBL (5) cc - Wr. Mohr (Personal Attention) MAILED 26	COMM FBI  (5)  cc - Ur. Mohr (Personal Attention)  Based on memo from J. P. Mohr to Ur. Tolson dated 5/8/88, FRC:

DECLASSIFICATION AUTHORITY DERIVED FROM: FBI AUTOMATIC DECLASSIFICATION GUIDE DATE 02-10-2012

May 14, 1956

Personal and Confidential

Mr. H. Lynn Edwards Federal Bureau of Investigation: Washington, D. C.

Dear Mr. Edwards:

I feel you have done an especially fine job in connection with the establishment of the position of Confidential Clerk (Stenography), OS-5, for the Mashington Field Office, and I want you to know how much I appreciate your efforts.

It is obvious you have maintained an excellent relationship with representatives of the Civil Service Commission and have obtained noteworthy booperation from them. Such results could not have been realized without considerable forcefulness and enthusiasm on your part, and I certainly an pleased to commend you for a job well done 2

> Sincerely yours, J. Edgar Hoover

CC: Mr. Mohr (Personal Artention)

MOL: mol

(4) 41 JUHES Based on memo Edwards to Nohr 5/9/56 HIE:lae Director's notation.

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Boardman

Belmont

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MAY 1 5 1953

ITUS NAME-	FIRST NAME-MIDDLE	NAME	- /			2. GRADE AND	COMPONENT	OR POSITION	3. IDENTIFICATION	NQ.
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(Use additional sheets of plain paper of necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with term numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)				PHYSICA	L PROFILE		
		-	Ų	1	H	Į.	.\$
77. EXAMINEE (Check) strenuous physical exertion is not qualified for	n and use of firearms.		,	HYSICAL	CATEGOR	Y	.1
78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER		^		\$	c		£
79. TYPED OR PERMITED NIME OF SUVERLIN	signature /s/	<u> </u>			<b>!</b>		
80. TYPED OR PRINTED NAME OF PHYSICIAN	SIGNATURE				, ,		b6 b7
81. Typed or printed name of centist or physician (Indicate which)	SIGNATURE /S /			<del>,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,</del>			
82. Typed or printed name of reviewing officer or approving authority	SIGNATURE						OF AT- SHEETS

#### ATTACHMENT TO STANDARD FORM 88 (Revised December 5, 1955)

Report of Medical Examination

#### FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	67	
3	68	
11	69	
14	71	(Item 71, audiometer examinations,
17		should be afforded whenever possible.)
·62		
65	72	

Item 48, the electrocardiogram, is not required unless the examinee is over 35 years of age or unless other examination indicates such is desirable.

If the examinee is an applicant, the Chest X-ray and blood type and Rh factor (Items 46 and 49) are not necessary unless the facilities for affording same are readily available to the examiner.

#### FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS OR EMPLOYEES:

The medical examiner should answer the following question:

Examinee qualified for strenuous physical exertion. (Designate which)

#### FOR ALL MALE EMPLOYEES OR APPLICANTS:

The medical examiner is requested to answer the following:

Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms? Does examinee have any defects prohibiting safe operation of motor vehicles?

If answer is "yes" please specify.

IT IS ESSENTIAL THAT ALL STATEMENTS IN ITEMS 59, 61, 64 AND 70 PERTAINING TO VISUAL ACUITY, COLOR VISION AND HEARING BE COMPLETED IN DETAIL.

(Signature of Medical Examiner)

(Date) 212

b6 b7C

EDUARDS, H.L.

STANDARD FORM NO. 64

## Office Memorandum · UNITED STATES GOVERNMENT

TO

Mr. Mohr

FROM

H. L. Edwards

SUBJECT:

TRAFFIC VIOLATION

DATE: 10-4-56

Boardman Belmoot.

Confirming information orally reported to you earlier today, this is to advise that at 1:22 A. M. this date I was given a traffic ticket for a violation Winterrowd Tele. Room described as "Passing a flashing redlight," the location being Reservoir Road Holloman . and Foxhall Road, Northwest. At the time in question I was driving my Gandy. personal car and returning from a social evening. There is a traffic light at this intersection which becomes a blinker after midnight. I was proceeding south on Foxhall Road and did not come to a complete dead stop at the intersection, but I slowed down and verified the fact that no traffic was coming in any direction and then proceeded through the intersection, shortly after which the cruiser car stopped me. No difficulty was encountered with the officer. I intend to post and forfeit the collateral on this charge rather than exercise the option of requesting any trial.

I regret that this incident occurred. It is the first traffic violation I have been cited for in twenty years of driving.

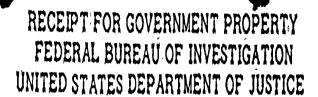
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OCT 8 1956

FEDERAL BUILDING CO MILLSTIGATION

66 OCT 101956



9-7-56

I certify that I have received the following Government property for official use:

Fourth Floor Master Key

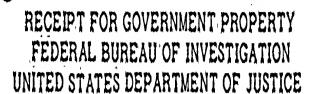
6thplacate receipteded
6 OCT 1 1956
READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ONIT OR MUTILATE IT IN ANYWAY.

3.M Jeb

Hery truly yours, Lee

H. Lynn Edwards



9-11-56

I certify that I have received the following Government property for official use:

Fifth Floor Master Key

RETURNED

Grand Master Key

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PER JZ 8

### READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATERITAIN. D

ANY WAY.

2 SEP 21 1956

Very truly yours,

M. Lynn Edwards



I certify that I have received the following Government property for official use:

-toturned

INSPECTOR'S MANUAL # 49 (issued 8-15-56)

RETURNED distroyed 8/30/16

INSPECTOR'S MANUAL # 101,

(issued 4-7-52)

67-NOFERECURDED

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE 3.M

Very truly yours,

J. Edwards mayo

H. Lynn Edwards

# RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

6/14/56

I certify that I have received the following Government property for official use:

Nurses' Manual #2

READ NU

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ONIT OR MUTILATE IT IN ANY WAY.

FILE 3-M PER JLB

Very truly yours,

H. L. Edwards, SA

## Office Memorandum · UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: June 29, 1956

FROM :	H. L. Edwards	
Q L	A	_
SUBJECT:		
J	Former Stenographic	Employee
**	Resigned 10-29-54	
, <b>,</b> ,	CC 5 _ \$3660	

Husse

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Tele, Room 106
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For record purposes this is to advise that under date of 6-19-56 I received a questionnaire from the International Cooperation Administration seeking my personal knowledge of the captioned former employee who is an applicant for a position with ICA. Serial 59 in \_\_\_\_\_\_\_ file indicates that her service record was given to them on 6-12-56. This is to advise that I have executed the questionnaire in my personal capacity and have indicated on it that it represented my personal opinion.

HLE:MAH

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67-438 314-60 Searched 146 Number of 146 2 JUL 2 1956

FEDERAL BUIL MIL WE LIKESTIFIATION

#### February 10, 1957

PERSONAL

Dear Mr. Edwards:

I am indeed happy to send you this note of congratulations on your Sixteenth Anniversary with the FBI. By your devotion to duty and dedicated efforts, you have made a worthwhile contribution to the accomplishments of this Bureau, and it is my sincere hope that we may have the benefit of your services in the Bureau for many more years.

Sincerely,

J. Edgar Hooven

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

JEH:tlc er RECORDED-189

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SENT FROM D. O. TIME 9:10 PM DATE 2 . 11.5

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# Office Memorandum - UNITED STATES GOVERNMENT

TO :	MR. MOHR	DATE: 10/15/56
FROM:	H. L. EDWARDS W	Telsos
SUBJECT:		Mobranes 6 Parsos 67C
	Former Stenographer Resigned 10/29/54	Roses
	GS 5, \$3660 Per Annum	بينية سيد Tele. Room بينيمين Holloman
	On 10/12/56 I interviewed	Investigator of the
Civil Ser	vice Commission, who war	nted to talk to me in view of the fact that the
captioned with her	former employee had give	en my name as a personal reference in connection tat International Cooperation Administration.
		efit of my personal knowledge during
the time	she worked in the Administ	trative Division and, particularly, during the time

personal comments (which were favorable) were based on my personal observations and, in addition, I summarized her service record dates and her general service be

supervision and I informed

This is submitted for record purposes only.

HLE:lae

that she was under

record as reflected in her personnel file.

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## RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

17-14-56

I certify that I have received the following Government property for official use: xxextwreak

Position Classification Manual

57 NO 10 10 7 46

3-M

Very truly yours,

H. Lynn Edwards

### READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Mr. Tolson
Mr. Nichols
Mr. Boardman
Mr. Belmont
Mr. Mohr
Mr. Parsons
Mr. Rosen
Mr. Tapro
Mr. Try
Mr. Nease
Tele Boom
Mr. Holloman
Miss Gandy

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

Thank you so much for your thoughtful note on my sixteenth anniversary with the Bureau. It was an occasion for me again to realize what a privilege it has been to share a career under your inspiring leadership. All the "Whitehead" books and "career pamphlets" past, present, and future can never adequately portray the rich fruits of actual employment experience for those inclined to contribute an open mind and willingness to share your meritorious ideals and standards.

If you find merit in this, I would consider it an honor to assist in any way I can.

Respectfully yours,

H. Lynn Edwards 2707 Longstreet Court Falls Church, Virginia

mouls- ESE.

## FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

#### REPORT OF PERFORMANCE RATING

Name of Employee:	H. LYNNÆDWARI	OS	
Where Assigned:	Administrative (Division)	Personnel Section (Section, Unit)	
Official Position Title:_	Personnel Officer		
Rating Period: from	April 1, 1956	to March 31, 1957	12:00
ADJECTIVE RATING:	EXCELLE Outstanding, Excellent,	ENT Satisfactory, Unsatisfactory	ngloyee's Virigis
Rated by:  Reviewed by:	Signature  signature  a. Jolsov Signature	Assistant Director 3/31/ Title Date  Associate Director 3/31  Title Date	/57
Rating Approved by:	Signature	Title Date	
(2	TYPE OF RE	() Adminstrationed () 60-Day Dered () Transfer 10 MAY () Separation from Service () Special AL BUNLAU of the	-2.16 1957
1 3 19 FT 13			n NiV

#### NARRATIVE COMMENTS

The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION.

UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

SEI 3 AVW

2 th fled or is requested by 3. Hayle 5-8-87-8

## PFORMANCE RATING GENERATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee H. LYNN EDWARDS	Title Personnel Officer
	Rating Period: from 4/1/56_to 3/31/57
RATING GUIDE A	ND CHECK LIST
Kate items as follows;	e should be rated. All employees in same salary grade should be compared.
Outstanding (exceeding excellent and deserving of special commendation Excellent.	n).
Satisfactory (good or very good).	
Unsatisfactory.  No opportunity to appraise performance during rating period.	
Guide for determining adjective rating:	
<ol> <li>"Outstanding" adjective rating requires (A) that all rated elements be "+" and reverse of Form FD-185.</li> </ol>	I (B) that each and every rated element be factually justified by narrative detail on
<ol><li>"Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend up mechanical formulas; however, for an employee to be rated "Excellent" he mus</li></ol>	st not be rated unsatisfactory on any performance evaluation factors on the rating majority of such rating factors. Good judgment must be exercised to insure that ents.
(1) Personal appearance.	(17) Firearms ability.
(2) Personality and effectiveness of his personal contacts.	(18) Development of informants and sources of information,
(3) Attitude (including dependability, cooperativeness, loyalty,	(19) Reporting ability:
enthusiasm, amenability and willingness to equitably share work load).	(a) Investigative reports (b) Summary reports
(4) Physical fitness (including health, energy, stamina).	(c) Memos, letters, wires
(5) Resourcefulness and ingenuity,	(Consider: Conciseness; Colarity; Corganization;
(6) Forcefulness and aggressiveness as required, (7) Judgment, including common sense, ability to arrive at proper	Ethoroughness;accuracy;adequacy and perti-
conclusions, ability to define objectives.	neary of leads; Cadministrative detail.)  (20) Performance as a witness.
(8) Initiative and the taking of appropriate action on own	(21) Executive ability:
responsibility.  (9) Planning ability and its application to the work.	(a) Leadership (b) Ability to handle personnel
(10) Accuracy and attention to pertinent detail.	(b) Ability to handle personnel (c) Planning
(11) Industry, including energetic, consistent application to duties,	(d) Making decisions
(12) Productivity, including amount of acceptable work produced	(e) Assignment of work (f) Training subordinates
and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is	(g) Devising procedures
attributable to causes beyond employee's control.	(h) Emotional stability
13) Knowledge of duties, instructions, rules and regulations, in-	(i) Promoting high morale (j) Getting results
cluding readiness of comprehension and "know how" of application.	(22) Ability on raids and dangerous assignments:
(14) Technical or mechanical skills,	(a) As leader
(15) Investigative ability and results:	(b) As participant  (23) Organizational interest, such as making of suggestions for
(a) Internal security cases	improvement.
(b) Criminal or general investigative cases	(24) Ability to work under pressure.
(c) Fugitive cases (d) Applicant cases	(25) Miscellaneous. Specify and rate:
(e) Accounting cases	Dictation ability
(16) Physical surveillance ability.	
A. Specify general nature of assignment during most of rating period (such as tor, etc.): Bureau Personnel Officer	s security, criminal, applicant squad, or as Resident Agent, supervisor, instruc-
	Nuovitivo and
B. Specify employee's most noteworthy special talents (such as investigator, des administrator	sk man, research, instructor, speaker): Executive and
C. (1) Is employee available for general assignment wherever needs of service (2) Is employee available for special assignment wherever needs of service to	require?_YES(If answer is not "yes," explain in narrative comments.) require?_YES(If answer is not "yes," explain in narrative comments.)
D. 1. Has employee had an abnormal sick leave record during rating period?	in narrative comments.)
E. Is employee qualified to operate a motor vehicle incidental to his official dut If answer is "yes," personnel file must reflect the following: (a) Has physically fit to drive, (c) Past safe driving record OK or has passed B	i valid State or local operator's license for type vehicle he is to use. (b) is
	7/1 K/
ADJECTIVE PATING. EXCELLENT	EMPLOYEE'S INITIALS 10 V
ADJECTIVE RATING: Outstanding, Excellent, Satisfactory, Unse	atisfactory

Mr. Edwards functions as the Personnel Officer for the Bureau. He performs his assignments in an excellent fashion and is regarded as an expert in the field of personnel administration.

During the rating period, Mr. Edwards received a letter of censure on May 11, 1956, since he reviewed and approved ten pieces of correspondence which contained non-substantive errors. These errors were detected before the correspondence left the Bureau. The letter of censure reflects, however, that Mr. Edwards was not as careful as he should have been in reviewing and approving mail.

On May 14, 1956, Mr. Edwards received a letter of commendation in connection with the expert manner in which he handled the establishment of the position of Confidential Clerk (Stenography), GS 5, for the Washington Field Office. This was accomplished as a result of Mr. Edwards' outstanding knowledge of the Classification Act and its application to the work of the Bureau, as well as his excellent relationship with representatives of the Civil Service Commission. The position established in the Washington Field Office has been extended throughout the field and has proven to be a very important factor in increasing morale among our clerical employees in the field.

Mr. Edwards has participated as a Bureau representative in the United Givers Fund which was tried out as a Government-wide experiment during the past rating year and he has done a tremendous amount of work to make the program a success in the Bureau, as well as to insure that the Bureau's interests are fully protected. During the rating year, the Director approved Mr. Edwards' accepting a nomination to the Board of Directors of the United Givers Fund. Mr. Edwards was subsequently elected to a three-year term, which expires in 1960. This action on the part of the United Givers Fund represents a tribute to Mr. Edwards and the work he has done for that organization.

I have always been impressed by the intelligent and understanding way in which Mr. Edwards endeavors to handle personnel problems confronting the Bureau. He exercises a vast amount of initiative and aggressiveness in advancing personnel administration in the Bureau. His excellent outside contacts have helped immeasurably in protecting the Bureau's interests and these contacts have been particularly helpful at the Civil Service Commission.

Mr. Edwards is a sincere, loyal employee who has a great deal of executive ability. In view of the contributions he is able to make to the Bureau, he should be retained in his present capacity although he has the capacity and capabilities of handling field executive assignments.

the

February 14, 1957

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

Your most thoughtful note of February 12, 1957, has been received, and I wish to express my gratitude for your very generous remarks.

I think the suggestion made through you by your daughter is an excellent one and indicative of the considerateness which characterizes our FBI family. You may be interested in knowing, however, that this suggestion has previously been submitted and will be given consideration as we near 1958.

Sincerely yours,

J, Edgar Hoover

COMM-FBI

RGE:agp (3)

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Boardman Belmont -Moht -Parsons . Rosen . Temm Trotter -Teld. Room

Holloman

Tolson

Nichols

FUB 28 1957

ffice Memorandum • UNITED STATES GOVERNMENT DATE: April 12, 1957 Mr. Mohr HL Extrahals H. L. Edwards 1/1/ FROM: SUBJECT: REQUEST FOR PERMISSION TO BE SPEAKER AT COMMENCEMENT Today I received a phone call from a college classmate, who is the recently appointed Shippensburg, Pennsylvania, High School. This school has a total enrollment of 440 high school students and a senior class this year numbering 110 graduates asked me if I would be able to accept their invitation to be their Commencement speaker this year at the Commencement scheduled for Thursday evening, May 23, 1957. He said that he was calling following his conference with the School The topic would be discretionary with me. Superintendent [ I told that I would have to check and contact him later as to whether it would be possible to accept. RECORDER mentioned that the school would want to pay for a speaker but I told him that in the event it was possible for me to accept, I would not be able to? accept any fee and would not want anv. Shippensburg, Pennsylvania, is about a three-hour drive from Washington. The town is located about 22 miles from Carlisle, Pennsylvania, where I attended college and law school. If there is no objection to accepting this invitation, I would travel there in mynown automobile at no expense to the Bureau. RECOMMENDATION: invitation. If so, I will That I be permitted to accept advise him accordingly. HLE: MAH **(3)** CC: Mr. Nichols

## Simplify' is Success Secret, FBI Agent Tells SASHS Graduates; 113 Get Diplomas

things simply but well," H. Lynn Edwards of the Federal Bureau of Investigation in Washington, D. C. told members of the 1957 graduating class at Shippensburg Area senior high school Thursday night.

program.

Diplomas were presented to 113 members of the class including 23 honor students, seven boys and 16 girls.

Twenty one special awards, including cash prizes and scholarchools.

Honor Students Honor students were James C.

"The workaday world will pay Baer, George W. Baker Jr., Shir- on direct, positive action. . Meet dividends for those able to do ley Ann Brinkerhoff, Glenda M. that deadline, whenever reasonthings simply—but, well." Hollynn A. Eberly, Donna L. Gephart, Virginia G. Geyer, Donald G. Haulman, Fay M. Hensel, Isabel G. clearly and concisely... To simpli-Hock, H. Marilyn Hogg, Carroll E. ty means to act sincerely, par-Kann, Rachel A. Kegerreis, Kath-ticularly in the business of choos-ryn L. Leberknight, Mary A. Long, ing a career... To simplify means An overflow crowd more than Clyde E Mellott Jr., Joan M. Parr, to practice self discipline. Self filled the senior high auditorium Dallas E. Rea, Mary P. A. Sheaf-discipline is not a big hurdle for this 75th annual commencement fer, Vickie A. Sowers, Kenneth E. if is just a bundle of good habits, Thrush and Margaret A. Watson.

Speaking on the subject, "The

Life is a frittered away by too ships worth \$270 were given out much detail . . Simplify. Break a y R. Todd Lloyd superintendent of task down into simple fundamentals," he told the class members and their families and friends.

"Whenever possible; concentrate

To simplify means to write the FBI personnel director stated.

The need for self discipline was Three S's in Success," Mr. Ed. stressed particularly by the FBI wards gave them as "Simplify! man who pointed out that juvenile Simplify! Simplify!" crime was up 17 per cent in the past year, yet the youth population was up only 2.6 per cent. Almost half the major crimes in this country are committed by people under 18 years of age, he said.

The problem of juvenile delin-(Continued on Page Seven)

Tolson. Nichols . Boardman . Belmont. Mason Mobr . Parsons. Rosen Tamm Nease . Winterrowd. Tele. Room \_ Holloman . Gandy,

(Continued from Page: One) quency he classed as a companion ne with juvenile crime, a pro tem, he said includes such phasis as bad books, bad movies, dope, drugs and communism, 14.

Need Self Discipline

"We can wage a battle against these juvenile problems, but the place to begin is to set an example of self discipline," he said.

Mr. Edwards concluded with the advice not to be discouraged or dismayed, pointing out that, as young people they had one price-less thing—their youth.

The speaker was introduced by A. P. Drayer, high school principal who had been a classmate of his at Dickinson college. Mr. Drayer noted that the speaker was a 1936 graduate of Dickinson coltlege, a 1939 graduate of the Dickinson Law school and had been with the FBI since 1941 and is now classilied as a special agent and personnel officer.

Urges Broader View Later, Mr. Drayer, in presenting he seniors to Norman E. King, oint board president, for diplomas, spoke briefly on the class motto, "The higher we rise, the broader the view," urging the graduates to take their rightful places in society.

Mr. King presented the diplomas as Harry Jacobs, assistant principal, read the roll.

Mr. Lloyd in presenting the many awards, congratulated the class members on their achieve-ment and the parents for their part in this accomplishment. A complete list of these awards anpears in a separate story in this

Students Participate George Baker, senior class president, welcomed the group.

Carl Dunlap, vice president, re sponded following the presentation of diplomas. "May we be hones and fair in the game of life," he concluded.

Special music included solos, rayer Perfect by Speaks; sung b ona Hoch, and Prelude from The Oxcle of Life" by Landon Ronald sing by Joan Parr. Theresa Cock lin accompanied at the plano.

Rev. Walter M. Burkholder, of Orrstown offered the invocation and pronounced the benediction.

The high school orchestra under direction of Vernon E. Dyer played Pomp and Circumstance by Elgar-Woodhouse as processional and United Liberty March by Losey as recessional.

Wash. Post and
Times Herald
Wash. News
Wash. Star
N. Y. Herald
Tribune
N. Y. Mirror
N. Y. Daily News
Daily Worker
The Worker
The News-Chronicle
Shippensburg, Pa.
Shippensburg, Pa. Date May 28, 1957
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H. L. Shewards

FBI Aide Talks To Graduates

SHIPPENSBURG-H. Lynn Ed ards, personnel officer for the IBI, spoke on "The Three 'S's' in Success" at commencement exercises' this week in Shippensburg Area High School auditorium.

Edwards, a graduate of Dickinson College and Law School, has been with the FBI since 1941. I was introduced by Principal P. Drayer.

Diplomas were presented to the seniors by Norman King, school board president. R. Todd Lloyd, school, superintendent, announced special awards.

George Baker, class president, gave the address of welcome and Carl Dunlap, vice-president, delivered the response after pre-sentation of diplomas,

Honor students are Shirley frinkerhoff, Glenda Coy, Gre-chen Cressler, Joyce Eberly, Dol-ria Gephart, Virginia Geyer, Fay Hensel, Isabel Hock, Marilyn Hogg, Rachel Kegerreis, Kathryn Leberknight, Mary Ann Long, Joan Parr, Mary Shaeffer, Vickie Sowers, Margaret Watson, James Baer, George Baker, Don Haul-man, Carroll Kann, Clyde Mellot, Dallas Rea and Kenneth Thrush

PHILADELPHIA, PA.

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1 () JUN 10 1957



### UNITED STATES DEPARTMENT OF JUSTICE

#### FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No. WASHINGTON 25, D. C.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I amforwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Nemo Constance . Ewanto	Dallanda VV	fe Date 6	7-3 /
Address Same and more	7	Danglow	.bd
Address Same and mine de	/		.b7
The following person is designated		Chas. S. Ross Fund provid	ing \$1500
OF DON'OY PRECORES AND	i in the line of duty.		
Name dame	Relationship	Date	<u> </u>
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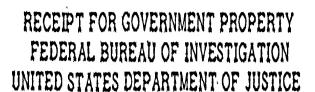
MAN 3 185

Very truly yours,

J. Lynn Edulards

Special Agent

Special Agent



3-26-57

Royal Portable Typewriter #D-3404556

RETURNED

ROYAL PORTABLE TYPEWRITER #RA-2775982

FILE 3-M

11 - 11 R

Very truly yours,

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ONIT OR MUTILIATE IT IN ANY WAY.

H. L. Edwards, SA

GOVERNMENT PRINTING OFFICE: 1952 - 997374 I. Agency and organizational designations 3. Block No. 4. She No. 2, Pay roll F.B.I., U. S. Dept. of Justice 501 5. Employee's name (and social faculity account number when appropriate) 6. Grade and solary M. H. LINI EINARIS SA CE 16 113.115 PAY ROLL CHANGE DATA BASE PAY **OVERTIME** GROSS PAY RET. TAX f. I. C. A. NET PAY DINOS 7. Previous norma 1. New normal 9. Pay this period 10. Remorks: 11, Appropriation(s) 12. Prepared by 47 MAY 17 1957 13. Audited by Periodic atep-increese Other step-increase Pay adjustment 18. Performance rating is satisfactory or better. 14. Effective 16. Old solary 15, Date lost 17. New salary dole equivolent rate fele increose Signature of other authentication) 19. LWOP data (fill in oppropriete spaces covering LWOP (Check opplicable box is case of scess (WOP) during following periods): Period(s) ncy status of end of waiting period. stoles at end of waiting period, No excess LWOP Total excess LWOP\_ Initials of Clerk STANDARD FORM NO. 1126d-Revised PAY ROLL CHANGE SLIP-PERSONNEL COPY form prescribed by Comp. Gen , U. S.

Nov. 8, 1950, General Regulations No. 102

#### Office Memorandum • UNITED STATES GOVERNMENT Mr. Mohr FROM : H. L. Edwards SUFFICE: EMPLOYMENT OF THE PHYSICALLY HANDICAPPED Personnel Officer of the Department, in a memorandum to the Director dated 4/8/57 referred to Departmental Circular No. 903 of the U.S. Civil Service Commission which provides for the designation of a coordinator for the employment of the physically handicapped. enclosed a copy of the circular and requested the Bureau to designate a coordinator whose identity should be furnished to the Department not later than 4/22/57. He explained that a coordinator has been designated for the Department and that an additional coordinator is to be designated for each bureau and large field establishment. explained that the level of the coordinator should be such a insure full cooperation in this program. LAL LEdwards . J. P. Mish . The Civil Service circular referred to above set out the comments of the President made before the 1955 Annual meeting of the President's Committee on Employment of the Physically Handicapped. In summary, the President's statement pointed out that equal opportunity should be afforded physically handicapped persons and that there should be no discrimination such individuals just as there should be no discrimination on the basis of race, color, religion, and so on. The President explained that many of the physically handicapped are anxious to fill their place in society and that the fact that such individuals may be minus a limb or one of his senses should not deter consideration for Government employment. The Civil Service bulletin set out the statistics regarding the percentage of physically handicapped persons employed in the Government and these figures reflect a downward trend in the employment of such individuals. The designation of coordinators in connection with this program is to insure full consideration of physically handicapped persons in selective placement. It will be the duty of the coordinator to insure full consideration of such persons in his own agency and to maintain liaison with other agencies in the fields of placement or rehabilitation. Such coordinating duties are to be handled along with the regular duties in his memorandum, the Civil Service of the coordinator. As pointed out Commission requested that the level of the coordinator be such as to insure full cooperation in the program. RECORDED-145. So far as the Bureau is concerned, the Director has always been insistent on fair and equal treatment of all applicants. We have a number of physically have capped employees at the present time who have been able to perform their duties in a completely satisfactory manner. In view of the President's interest in this program and the Civil FEDERA DOMENU OF INVESTIGATION Enclosure Reser

BJiklm (5)

Mr. Nichols (Attention: Mr. Leonard)

4/12/57

Re: Employment of the Physically Handicapped

A STATE OF THE STA

Service Commission's request to the Department, it is felt that the proper person to coordinate this program for the Bureau would be the Assistant Director of the Administrative Division. Since all Bureau employees are approved for appointive action at the Seat of Government, it is necessary for us to designate only one coordinator for the entire Bureau. It may be that meetings will be called from time-to-time in connection with the program and, for this reason, it is believed desirable that I, as the Bureau's Personnel Officer, be designated alternate coordinator to act in your absence.

We will continue to be particularly alert in the Applicant Recruitment Unit to give every possible consideration to physically handicapped persons seeking employment with the Bureau to insure that no such deserving person is overlooked. The Bureau presently maintains records of physically handicapped persons who are employed and this practice will be continued. Edwards.

RECOMMENDATION:

It is recommended that the attached memorandum the Department of your designation as the Bureau's coordinator and my designation as alternate coordinator in this matter be approved.

Jahren Mind

Standard Form 88 (Rev. Aug. 1950) PROMULGATED BY BURRAU OF THE BUDGET CHECULAR A-24

## PEPORT OF MEDICAL EXAMINATION

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Standard Form 89 (Rev. Aug. 1950)

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24. What is the longest period you HELD ANY OF THESE JOBS! MONTHS 10 YEARS

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26. ARE YOU (Check one)

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25. WHAT IS YOUR USUAL OCCUPATION?

Administrative

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had epilepsy (File)

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	j,	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF:	
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) I	X	. Inability to perform certain motions	Ч
	X	C inability to assume certain positions	
	X	D. OTHER MEDICAL REASONS (If yes, give reasons)	
1	x	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUB- STANCE?	
,	x	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yee, give details)	
	x	30. Have you ever been refused employment because of your health? (If yes, state reason and give details)	
<del></del>	X	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)	•
x	•	32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE. ANY OPERATIONS? (If yes, describe and give age at which occurred)	- Appendectomy - age 10 - normal
	x	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATOR- IUM (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)	
X		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)	- Prostatitis - 1956 - cleared by antibiotics and massages
	x	35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS. PHYSICIANS. HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)	
	X	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)	
	x	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL MENTAL OR OTHER REASONS! (If yes, give date and reason for rejection)	•
	x	38, HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL MENTAL, OR OTHER REASONS! (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or un- euitability)	
7	X	39; HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE JOU APPLIED FOR OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY! (If yes, specify what kind, granted by whom, and what amount, when, why	

EDWARDS. HOWARD LYNN S/H. Lynn Edwards
40. Physician's summary and elaboration of all pertinent data (Physician shall comment on all position ensures in items 20 thru 59)

History of dizziness, low B/P, appendectoym, prostatis no symptoms

TYPED OR PRINTED NAME OF PHYSICIAN OR EXAMINED DATE SIGNATURE D7C

CAPT, M. USN Jun 3 1957 s

## ATTACHMENT TO STANDARD FORM 88 (Revised July 25, 1956)

#### Report of Medical Examination

#### FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

TOTALL CHARTEON AND GOLDANOE	OF MEDICAL EXAMINER:
The following portions of the att completed:	ached examination report form need not be
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	71 (Item 71, audiometer examinations,
17	should be afforded whenever possible.)
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Item 48, the electrocardiogram, is 35 years of age or unless other examin	s not required unless the examinee is over action indicates such is desirable.
If the examinee is an applicant, (Items 46 and 49) are not necessary un available to the examiner.	the Chest X-ray and blood type and Rh factor cless the facilities for affording same are readily
FOR ALL EXAMINEES. WHETHER CI	LERICAL OR SPECIAL AGENT APPLICANTS
, ,	STREET OF STREET
OR EMPLOYEES:	
The medical examiner should ans	swer the following question:
Examinee (is or is not) qualified	for strenuous physical exertion. (Designate which)
FOR ALL MALE EMPLOYEES OR AP	PLICANTS:
The medical examiner is requeste	ed to answer the following:
l. Does examinee have any defed defensive tactics and dangerous assign firearms? Yes No	cts restricting or prohibiting his participation in nments which might entail the practical use of
2. Does examinee have any defective. No	cts prohibiting safe operation of motor vehicles?
If answer is "yes" please specify.	
a and war to broad about the	
IT IS ESSENTIAL THAT ALL STATEM	MENTS IN ITEMS 59, 61, 64 AND 70 PERTAINING
	AND HEARING BE COMPLETED IN DETAIL.
TO THOMB HOOM AT COBOTT VICTOR.	COLD COMMING OF ACTION IN ACTUAL
	(Signattife of Medical Examiner)
WARDS H. Lynn	JUN 11 1957
SEFERILAR II. I WELLE . And	

EDWARDS, H. Lynn MILLOSUBER 69-171084-218

(Date)

b6 b7C

# RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have received the following Government property for official use:

D. C. OFFICIAL PARKING PERMIT, Expires 6-30-58

DESTROYED

D. C. OFFICIAL PARKING PERMIT, Expires 6-30-57

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITH ONLY OR MUTILATE IT IN ANY WAY.

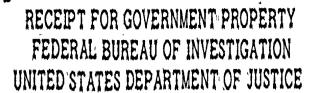
O IIIN 12 1957

Very truly yours,

me 11,195

H. L. EDWARDS

HOWARD LYNN EDWARDS 67-171084-219	IN	THIS	FILE	SKIPPED	DURING
SERIALIZATION.					20,141.10
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2-8-60					



. 6	/20/	157

I certify that I have received the following Government property for official use:

Operations and Procedures "anual on Personnel Matters # 232

FILE

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

H. Lynn Edwards

DECLASSIFICATION AUTHORITY DERIVED FROM: FBI AUTOMATIC DECLASSIFICATION GUIDE DATE 01-17-2012

July 5, 1957

Personal and Confidential

Mr. H. Lynn Edwards
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Edwards:

I want to express my appreciation to you for your splendid services in connection with the revision of the fingerprint classification standards covering the Technical and Latent Fingerprint Sections of the Identification Division.

Your highly capable performance in the overall supervision of this involved project, including your effective liaison with the Civil Service Commission, was of immeasurable benefit in the successful completion of this matter. I am indeed impressed by the excellent work done in this instance and am happy to commend you.

CC: Mr. Mohr (Personal Attention)

CRD:hwc (4)

MAILED 5

JUL 8 - 1957

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COMM-FBI

ffice Memorandum UNITED STATES GOVERNMENT TO DATE: 7-3-57 : Mr. Mohr Tolson . Nichola Boardman Belmont . Mohr ... Persons SERVICE AWARD LETTERS Rosen. Tamm BRIEF CARD Trotter Nease Tele, Room Holloman At the present time a brief card is attached to Service Award letters being routed through channels for approval and signature before mailing to the employee. This card varies in size from three by five inches to four by six inches depending on the amount of information summarised. A small pink notice is clipped to the card instructing that the letter be forwarded through channels by special messenger. A separate pink notice is stapled to the card requesting that the letter be returned to an individual in the Personnel Services Unit after approval and signature. A sample card with notices is attached. It is suggested that a single piece of pink paper, four by six inches in size be substituted for the brief card and notices presently being used. This pink paper will have printed thereon the notice to forward by special messenger and the notice concerning the returning of the letter after approval. A sample is attached. Although the sample is on white paper, it can be printed on pink paper. This suggestion will eliminate wasted motion in stapling and clipping notices to the brief card and will present a much neater appearance. X 105 RECORDED - 40 66-5495 -RECOMMENDATION: It is recommended that the suggested form be approved for use in briefing employees Ulary 1867 records in connection with Service Award letters and ! -That this memorandum be referred to the Training and Inspection Division for handling. JBA:aim

November 4, 1957

PERSONAL .

Mr. H. Lynd Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

The tremendous success enjoyed by the Bureau in far exceeding its goal in the current United Givers Fund drive has given me immense pleasure and I want you to know how deeply grateful I am for the heavy responsibilities assumed by you in this drive.

I know how an undertaking of this nature not only requires the utmost in termwork among all employees but requires real inspirational direction and guidance such as that manifested by you as chairman of the working committee. Your enthusiastic and effective work was a salar reason for our "going over the top" within a few days after the campaign got under way. Congratulations for a most of commendable job.

MAILED 4 TIGY 1 1057 COMM. FEI

Nichols Boardman Belmont

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Sincerely yours,

J. Edgar Hoover

1 - Mr. Mohr (Personal Attention)

CRD:let (4)

1957

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### Office Memorandum . United STATES GOVERNMENT

ro	: Ur. Lohr
FROM	: H. L. Bedwards M.

DATE: July 50, 1957

SUBJECT: FBIRA LCTIVITIES

RECREATIONAL ACTIVITIES FOR TEN CHERICAL E

SUGJESTION

Wincerrowd. Tele. Room Holloman . Gandy ...

It is suggested that the FBIRA curculate of and entary tickets for new clerical employees for entert in ent with is the "ast ington Senators basehall games, stows reld to the arter arron Amphitheater or whatever entertainment is in season r ring the first week the employees report for duty.

As you are aware, the FRIRA has contacte with Jerio s individuals for tickets and in some cases, are able to jurchase tickets for group rates whereby the price of the tickets are reduced usually about 20 ver cent. I believe that by n notherny or it intory tickets for new clerical employees, it would arente a resulterest in the FRIRA activities. Since most of the new real reis are not familiar with the types of recreational activities multiple in the Washington, D. C. area, I believe they no let be invessed by seeing such places as the Carter Barron Amphitneater, which is one of the finest outdoor theaters in the United States.

I believe that during the orientation period for new clerical employees, they should be advised that certain shows, baseball games, etc. will take place during that week and that the FFIRA will obtain complimentary tickets for them if they are interested in attending. As you know, the FBIRA is at the present time subsidizing the cost of movies which are shown each Tuesday night which is primarily for the benefit, of new employees.

The expense involved in purchasing the complimentary tickets would result in more employees joining the FBIRA and the increase in memberships would pay for the nurchase of the tickets.

For your information, some of the recreational activities available are as follows:

RWB/mrp

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Ur. A. R. Leonard L. E. Short

Memo Short to Leonard 2-5-57 1 ES: umk

#### CARTER BARRON AMPHITHEATER

Jerry Lewis Show
American Ballet Theatre
Bob Hope and his Hollywood
All-Star Revue

July 25 - July 31 August 1 - August 14

August 15 - August 19 August 21 - August 31

b6 b7C

#### MAJOR LEAGUE BASEBALL GALLES

\* hington and Chicago hington "Detroit hington Baltimore hishington Boston New York

July 30, 31, and August 1 August 2, 3, and 4 August 13 and 14 August 16, 17 and 18 September 6, 7, and â

#### RECOMMENDATION

That the suggestion of purchasing complimentary tickets by the FBIRA for new clerical employees be approved.

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# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

9-4-57

I certify that I have received the following Government property for official use:

Position Classification Manual #90

JAB JAB

### READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ONIT OR MUTILATE IT IN ANY WAY.

Very truly yours,

H. Lynn Edwards, SA

November 14, 1957
PERSONAL

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

As chairman of the committee for arranging and carrying out the tour of Washington, D. C., for guests of the FBI National Academy Associates, you did a wonderful job. From reports received the tour went off with clock-like precision and was thoroughly enjoyed by all. The success of this phase of the Retraining Session can be directly attributed to the efficient manner with which your committee functioned. I want you to know how deeply appreciative I am of your contribution.

Sincerely yours, J. Edgar Hoover

1 - Mr. Mohr (Personal Attention)

CRD: jdm

RECORDED - 18:

Note: Chairman of tour committee; assisted in tour registration; accompanied individual bus and monitored tour;

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UNITED STATES DEPARTMENT OF JUSTICE

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position Classification Manual #90

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Very truly yours,

A. Lynn Edwards Mast.

H. Lynn-Edwards

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November 20, 1957

PERSONAL

Mr. H. Lynn Edwards
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Edwards:

I want you to know how deeply appreciative I am for the excellent summary memorandum you prepared for my use in connection with an important conference I had on this date.

Although this difficult assignment was not given to you until early last evening you saw to it that it was completed and on my desk early this morning. This was a splendid achievement and was the direct result of your determined and highly competent effects. Thanks for a job especially well done.

Presidentia Committee on Government Employment policy.

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#### November 19, 1957

1626 North Vine Street Hollywood Los Angeles 28, California

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Dear

Your very kind letter of November 21, 1957, has been received, and your generous remarks are indeed appreciated.

We of the FBI were pleased to have the Lawrence Welk Band with us for the FBI National Academy Banquet, and it is good to know that your visit to Washington was enjoyable. You may be sure that my associates whom you named were happy to be of any assistance possible and welcomed the opportunity to be of service. I am informing them of your thoughtful communication.

NOV1 9 1957

Sincerely yours,

cc - John F. Malone, Room 5252, with copy of incoming.
cc - D. J. Parsons, Room 7621, with copy of incoming.
cc - Churchill F. Downing, Room 6228 IB, with copy of incoming.
cc - Edward C. Kemper, Jr., Room 4234, with copy of incoming.
cc - C. Lester Trotter, Room 4120 IB, with copy of incoming.
cc - Charles Q. Smith, Room 5523, with copy of incoming.
cc - John J. McGuire, Jr., Room 5640, with copy of incoming.
cc - H. Lynn Edwards, Room 4519, with copy of incoming.
cc - Bernard M. Suttler, Room 4246, with copy of incoming.
cc - James Thomas Murphy, Room 4234, with copy of incoming.
cc - Personnel file of John F. Malone, with copy of incoming.
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(NOTE -- see next page)

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NOTE: represented the Welk band in arranging for its appearance at the FBI National Academy Banquet. John F. Malone EOD 5/4/42, assigned Training and Inspection in GS-17; D. J. Farsons is Assistant Director in Charge of Laboratory; Churchill F. Downing, EOD 1/8/40 as Laboratory Technician, 10/1/41 as SA, assigned Tech Laboratory in GS-15; Edward C. Kemper, Jr., EOD 3/25/41, assigned Records and Communications in GS-14; C. Lester Trotter is Assistant Director in Charge of Identification Division; Charles Q. Smith EOD 5/19/41 as clerk, 7/11/45 as SAA, assigned to Administration Division in GS-14; John J. McGuire, Jr., EOD 10/7/35, assigned Records and Communications in GS-16; H. Lynn Edwards EOD 2/10/41, assigned Administrative Division in GS-16; Bernard M. Suttler EOD 7/6/36, assigned Records and Communications in GS-14;

[VEOD 3/5/51, assigned Records and Communications in GS-14]

Public Relations

b6 b7C

1626 NORTH VINE STREET \_ HOLLYWOOD 28, CALIFORNIA \_ HO. 9-1993 - HO. 7-0570 -

November 11, 1957

Mr. J. Edgar Hoover Director, Federal Bureau of Investigation Washington, D. C.

Dear Mr. Hoover:

It certainly was a genuine pleasure making your acquaintance last week at the FBI National Academy function.

All of us associated with Champagne Music were impressed and appreciative of the many courtesies extended. We felt particularly proud of the laudatory remarks you made of the Maestro, Lawrence Welk.

Having arrived in advance of the Champagne Band, I wish to express my gratitude for the gracious cooperation and gestures accorded me by your wonderful staff, viz. Messrs. Malone, Farsons, Downing, Kemper, Trotter, Smith, McGuire, Edwards, Suttler and

May The Good Lord continue to Bless you with the best of Health and Success.

	Sincerely,
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## Office Memorandum · UNITED STATES GOVERNMENT

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то :	Mr. Mohr			DATE: 11/14/57	Tolson
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December 10, 1957

PERSONAL

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

I was deeply touched by the sincere and unrestrained assistance rendered by you to Special Agent of our Philadelphia Office while he was in Washington, D. C., undergoing major surgery.

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The very thorough and complete arrangements you made prior to the operation as well as the comforting and reassuring assistance you rendered Agent am sure, were most significant factors in contributing to the over-all success of the operation. I know how evergrateful he and his family will be for your gracious personal attention which meant so much in restoring and sustaining his morale at a time when it was most essential. You performed a magnificent service which must have left you with a feeling of deep satisfaction for having dom much for your fellow man.

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Sincerely yours,

December 12, 1957

PERSONAL

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

I am taking this occasion to extend my sincerest congratulations to you on your recent election to the Presidency of the FBIRA for the 1958 calendar year.

This attainment is a tribute to your recognized leadership qualities and I am sure the FBIRA will enjoy a banner year under your capable direction. You should be proud of this honor that has come to you and I am indeed happy to commend you.

COMM - FBI 1, 12 1957 MAILED 31

Toison. Nichols -

Boardman Belmont . Mohr -Persons Rosen-Tamm.

Sincerely yours J. Edgar Hoover

1 - Mr. Mohr (Personal Attention)

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December 16, 1957

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PERSONAL

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

I am taking this occasion to express my most profound gratitude for the extraordinary job you did for me during the past week in directing and supervising a special inquiry of the Technical Section.

Your entire performance on this occasion was superior; however, I do want you to know how tremendously impressed I was with your intelligent approach to and careful analysis of the entire situation. You immediately got to the crux of the matter and submitted well-thought-out and astute recommendations to correct the problem. I know of the extreme personal sacrifices you made and the tremendous amount of overtime you voluntarily performed to complete this assignment. Notwithstanding the obvious fatigue under which you must have been operating your analysis reflected crystal-clear thinking at all times. This was a herculean task which you handled to my complete satisfaction. Yours was a performance for which you should do reven feel justly proud. I certainly am.

Sincerely

1 - Mr. Mohr (Personal Attention)
CRD:cmt (4)

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Re/inquiry of Technical Section.

Mr. Edwardsworked a total of 56 45" between 12-9-57 and 12-15-57 un this assignment, working each nite until about midnight Monday through Thursday He worked all day Hiday and straight through until 11:15 P. M. Saturday high for an uninterrupted total of slightly less than 30 hous of overtime. Based on memo H. L. Edwards to Mohr 12-16-57 HLE:mah.

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### Office Memorandum • United States Government

TO MR. MOHR

DATE: 12-31-57

FROM : M. NEWMAN

SUBJECT:

CREDENTIAL CARD

INSPECTOR

Pursuant to your instructions, a new set of credentials was issued to H. Lynn Edwards on 12-31-57, with the title of Inspector.

MARCH TO THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE

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####### PORM NO.		2	'	
Office	Memorandum ·	UNITED STAT	ES GOVERNA	MENT
то :	Mr. Mohr		DATE: 12-16-57	Tolson
PROM :	H. L. Edwards			Polons
subject:	COMMENDATION FOR IDESPECIAL INSPECTION	ENTIFICATION DI	VISION	Tamm Trotter Nease Tele. Room Holloman
special inspe be conducted began Monda	I would like to recommend of outstanding devotion to dusection into fingerprint search as a "special" last week. A ly 12-9-57, and was continued through Friday, December	ing problems which is a matter of general without interrupt 13.	h the Director in eral information t ion by any other	structed he inspection official
through Fric Saturday unt until 1:30 P.	Preparation of the detailed day evening from close of bushil 11:15 P. M. Saturday night	t; and again Sunday	y morning from 1	0:00 A. M.
midnight ea	1. Special Agent Supervis 8 minutes and entailed workin ch night; and Friday from 5:3 y until 11:15 for an uninterru s included two nights without s	ng Monday through 0 P. M. right through pted total of slight	ough Friday nightly less than 30 ho	t and all ours of over-
all Friday I	hich included remaining at the night until 8:00 A. M. Saturda	ly morning. In ad-	ening and working dition, she came	in Sunday
morning from	om 10:00 A. M. to 1.30 P. M.	ind was particular	ly outstanding on	the question
time includ	She had the major part of the ry report.  3sections straight through Friday a part of the signed statements.	ECORDED = 149 cretary. Worked I nd all Friday night	Searched Mambers; minu until 5:15 Sature	teg of over-
She took modetailed re	_		FEDERAL BUREAU OF	Investigation
	4. aturday night which is particularly volunteered to come in Saturaring the week in some of the	larly noteworthy be day night for porti	OTTO OT THE T	bride of two
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stenographer. Worked 10 hours of overtime consisting of all day Saturday. Attitude was particularly outstanding because she was called at 7:30 Saturday morning and was at the office within an hour thereafter and worked 10 hours straight.
6. secretary. Worked 12 hours and 45 minutes overtime which consisted of one night at the Identification Division in connection with an involved question and answer interview and all day Saturday in connection with the report which is particularly noteworthy because she was called early Saturday morning and without hesitation canceled some Christmas shopping plans.
7. briefer. Came in Saturday night at 11:20 P. M. and worked until midnight in preparation of a special brief.
typist. On Saturday afternoon during a period of time had volumtarily come to the office to put in some overtime on her own work we were in need of a typist to make some changes in the report and conserve the time of the stenographers. voluntarily assisted on this which necessitated her remaining longer at the office to clean up her own work.
RECOMMENDATION:
Letter of commendation are attached for approval.  Dagree - letter to Tt. L. Edwards is also cettached for his fine jot in connection with elici matter - his analysis was outstanding.  Mrs.  1/6/57  Mrs.

#### February 10, 1958

PERSONAL

#### Dear Mr. Edwards:

On today, your Seventeenth Anniversary with the Federal Bureau of Investigation, I am indeed pleased to extend to you my heartiest congratulations. This occasion should be a happy one for you, just as it is for me, in the realization of a job well done through many years of devoted and loyal service. I do hope that you will find it possible to remain with the Bureau for many years to come.

Sincerely,

TRUEBURD . 18

Mr. H. Lynn Edwards Federal Bureau of Investigation 10 FEB 11 1958 Washington, D. C.

FELENCE ELICIN OF INTESTIGATED

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#### RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

2-4-58	

One Typing Manual # 368 / and

One Correspondence Manual # 83 Fingerprint Correspondence Section
Identification Division

READ. 5

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE

Very truly yours,

H. L. Edwards/pan

FIELD TREARMS TRAINING RECORD

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## STANDARD FORM 50 REV. APRIL 1951 W. S. CIVUL SERVICE COMMISSION CHAPTER 21, FEBERAL PERSONNEL MANUAL

## U. S. DEPARTMENT OF JUSTINAL BUREAU OF INVESTION WASHINGTON 25, D. C.



TO U. S. COVERNMENT PRINTING OFFICE: 1938 . 344339

Prepared by Check Street A

#### NOTIFICATION OF PERSONNEL ACTION

NOTIFICATION	OF I	CKSC	IAIAE	L ACTION	FREG D3.
1. NAME (WRMISS-MRSFIRST-MIDDLE INITIAL-LAST)		2. DATE OF	BIRTH	3. Journal or action no F. B. L	. 4. DATE
MR. H. LYNN EDWARDS #09269		5-14-15		16996	12-31-57
This is to notify you of the following action affecting your employment:					
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
CHANGE OF TITLE		12-31-57		EXCEPTED BY LAW	
FROM			ro		
Special Agent	8. POSITION TITLE		In.	Inspector	
GS 16 \$13,115 per annum	9. SERVICE, SERIES, SALARY, GRADE		GS 16 \$13,115 per annum		
	10. ORGANIZATIONAL DESIGNATIONS			,	
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15. SEX 18. APPROPRIATION S. & E., F B I SEX 18. FROM:  M 18. TO: Same			ENT ACT	18. DATE OF APPOINT- MENT AFFIDAVITS (ACCESSIONS ONLY)	CLAIMED PROVED
M 18. To: DG IIE	······································				Contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction of the contraction o
DIRECTOR, F. B. L.				i de de de de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la comp	and the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of th
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FD-281a (Rev. 2-20-56)

# RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

1-9.57

I certify that I have received the following Government property for official use: returned

Zipper brief case

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANYWAY.

3-M
PER da

Very truly yours,

Haynn Edwards

H. Lynn Edwards

# RECEIPT FOR GOVERNMENT PROPERTY TEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

12.31.57

I certify that I have received the following Government property for official use:

New Commission Card with case # 80 Inspector

RETURNED

Old Commission Card with case # 1685

16 EAD 0 1957 17

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE 3-M

Very truly yours,

H. Lynn Edwards

Special Agent

PERSONAL

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

I have reviewed the summary of the Identification Division inspection just completed by you and your staff of aides and want you to know how greatly impressed I am with your handling of this difficult undertaking.

This fine summary clearly reflected the thoroughness of the inspection, the astuteness of your analysis of the fundamental problems presented and the ability on your part to successfully organize and direct a most involved inspection. I was especially pleased at the swiftness with which this assignment was completed particularly in view of its extensiveness and many complexities. The excellence of your performance in this instance, I am sure, was due to your keen and discerning mind, your unbounded enthusiasm, your dedicated devotion to duty and your dogged determination to do a superior job. This inspection required extreme personal sacrifices on your part and I am fully mindful of the tremendous amount of voluntary overtime you worked to bring it to a conclusion at the earliest possible date.

COMM — FBI FEB 1 8 1958 MAILED 31

Tolson

Nichols
Boardman
Belmont
Mohr
Porsons
Rosen

Trotter. Nease -

Holloman

You were given a monumental assignment in this instance which you completed to my fullest satisfaction there; by reassuring the unqualified confidence I have in your ability.

Sincerely yours

Mr. Mohr (Personal Attention)
Mr. Edwards worked 135 hours and 53 minutes voluntary overtime on this assignment.

MAIL ROOM CRD:ksr/or (4) 67-171084

February 13, 1958 Tr. Trotter Mr. Clayton Tele, Room. Mr. Holloman Miss Gandy.

Mr. John Edgar Hoover Director Federal Bureau of Investigation Washington, D. C.

My dear Mr. Hoover:

Your letter congratulating me on my Seventeenth Anniversary with the Bureau came in the midst of the "push" to wind up the Identification Division inspection report in final form. It certainly came as a spark of welcome encouragement, and the first item on my list since returning to my desk is to thank you for your thoughtfulness in noting my anniversary.

This one like all the others which have gone before gave me the feeling of how extremely fortunate I have been to be numbered on your staff. My daily work and the various special assignments entrusted to me have permitted me to realize more and more that working for the Bureau is truly a privilege.

As for myself, I can only hope that my future efforts will continue to merit my remaining under your leadership.

Sincerely,

15 hym Edwards

H. Lynn Edwards

RECORDED . 84

#### STANDARO FORM NO, 64

# Office Memoundum · United States Government

70 : DIRECTOR, FBI

DATE: February 19, 1958

FROM:

J. P. Mohr

SUBJECT:

H. Lynn Edwards Personnel Section

### ATTITUDE

The purpose of this memorandum is to report that the captioned employee reported for work on 2-18-58, notwithstanding the extremely hazardous travel conditions. In accordance with the Director's instructions this is to be made a matter of record in the employee's personnel file and considered as a COMMENDATION.

On Saturday, 2-15-58, the Washington, D. C., area was blanketed by fourteen inches of snow as a result of a storm which the Weather Bureau termed the worst that has struck this area in twenty-two years. Thereafter, high winds and near zero temperatures set in for several days making travel conditions extremely hazardous.

On Monday, 2-17-58, in recognition of the hardships and hazards that Federal Government employees would face in coming to work, a White House announcement was made encouraging such employees to stay home and take a day of annual leave. During the late afternoon of 2-17-58, a further official announcement emanated from the White House instructing that all Government employees who were not considered essential would be excused from work on 2-18-58 on Administrative Leave.

The captioned employee considered his work and his services to the FBI so essential that in spite of the foregoing announcement he took it upon himself to come to work and perform his regularly assigned duties. This is considered a highly exemplary attitude on the part of this employee and his actions in this instance certainly demonstrate his devotion to duty and the fact that he places his employment with the FBI above his personal convenience.

## RECOMMENDATION:

That this memorandum be placed in the employee's personnel file.



February 19, 1958

## MEMORANDUM FOR MR. TOLSON

On Friday, February 14, 1958, I saw Inspector H. L. Edwards, of the Administrative Division, who had recently completed an inspection of the Identification Division. I went over with Mr. Edwards some of the matters brought up in his inspection report and pointed out matters upon which I desired further information and some matters upon which I disagreed. I stated I thought we should not wait for ninety days to make a recheck of the Identification Division, but that he should plan to do this on April 15. I also told Mr. Edwards that I did not think we should wait until next September, as he had recommended, to re-evaluate the quota for the Technical Section but that it should be done not later than June or July of this year.

I told Mr. Edwards that if, upon the next check of the Identification Division, it was not found to be in completely good condition, I planned to then remove Mr. Trotter and Mr. Moore.

Very truly yours

John Edgar Hoover Director

11084-233

JEH:TLC

Tolson Boardman Relmont Moht Darsons Rosen Tomm Trotter Tele. Room -Holloman .

DATE

STANDARD FORM NO. 64

# Office Memorandum · UNITED STATES GOVERNMENT

·O	: Mr. Mohr	DATE:	2-14-58
0	: Mr. Monr	DATE:	4

FROM: F. D. Hereford

SUBJECT: SA H. LYNN DEDWARDS

Inspector

Personnel Officer

Administrative Division

EOD 2-10-41; GS-16, \$13,115

Non-Veteran; Non-Reservist; Not on Probation

Tolson
Nichols
Boardman
Belmont
Mohr
Parsons
Rosen
Tamm
Trotter
Nease
Tele, Room
Holloman
Gandy

The following is a briefand concise summary of Mr. Edwards record for the Director's use.

On 3-31-57 Mr. Mohr rated him EXCELLENT and said in view of the contributions he was able to make to the Bureau, he should be retained in his present capacity although he had the capacity and capabilities of handling field executive assignments. On 12-31-57 he was designated as an Inspector.

Since January, 1957, he has been commended on five occasions; 7-5-57 for his services in connection with the revision of the fingerprint classification standards; 11-4-57 for the success of the current United Givers Fund drive; 11-20-57 for a summary memorandum he prepared for the Director's use; 12-16-57 for the extraordinary job he did for the Director in directing and supervising a special inquiry of the Technical Section; and on 2-13-58 inasmuch as the Director had reviewed the summary of the Identification Division inspection just completed by him and his staff of aides, and was greatly impressed with his handling of this difficult undertaking. On 11-14-57 appreciation was expressed for the wonderful job he did as chairman of the committee for arranging and carrying out the tour of Washington, D. C., for guests of the FBI National Academy Associates and on 12-10-57 appreciation was expressed for the assistance rendered by him to Special Agent of our Philadelphia Office while he was in Washington, D. C. undergoing major surgery.

On 2-3-58 he was orally censured by Mr with the lengthy interview of a signed statement that she engaged in serious gossping concerning platters undergoing inspection in the Identification Division. She submitted her resignation and was permitted to cease active duty pursuant thereto on b6 The Director's notations reflected, "Here again we have pro- 1070 crastination and involved delay. I can't understand why it takes from 3:30 p.m. until 6:45 p.m. to take and transcribe a simple statement \_\_\_\_ over 3 hours." "We not only waste valuable time but place the FBI in an untenable position by not succinctly and expeditiously concluding interviews - both administrative and investigative in character." It is noted in connection with the above interview, of Senator Olin Johnston's office made inquiry as to the reason for resignation, she and her husband being personal friends of the In accordance, with the Director's instructions, Mr. Edwards family.

Enclosure (permanent brief)

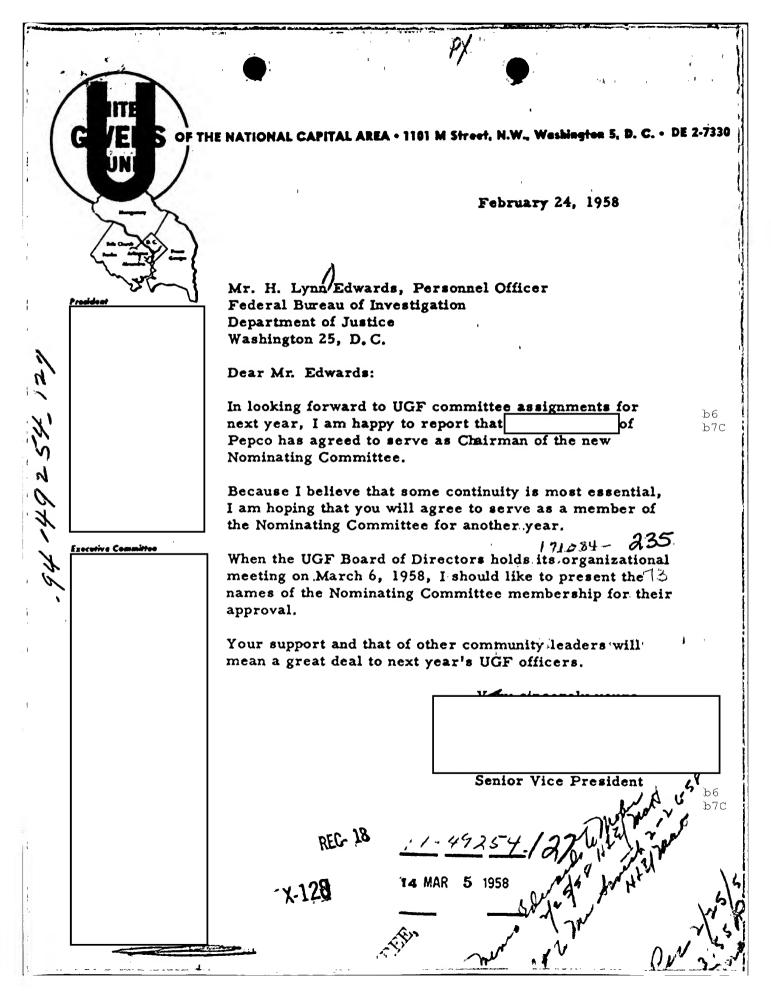
commenced the above mentioned Inspection of the Identification Division on 1-15-58, and this inspection has just been completed, it being noted, he was commended on 2-13-58 for his handling of this inspection.

By letter of 12-12-57 the Director congratulated him on his recent election to the Presidency of the FBIRA for the 1958 calendar year. By letter of 2-10-58 the Director congratulated him on his 17th anniversary with the Bureau.

His daily average overtime for the past six months was approximately 3 hours 22 minutes.

His Offices of Preference as of February, 1958, are Seat of Government and Washington, D. C.

It is moted, Mr. Edward's brother SA Frederick L. Edwards is bf bfc a Supervisor in the Domestic Intelligence Division in Grade 13. His Brother-in-law SA(A) James H. Humphries is assigned to the Richmond Office in Grade GS-11. is a former Special Agent, having entered on duty 7-5-49 as a Clerk, 1-29-51 as a Special Agent and Resigned on 2-7-58? and are former employees of the Bureau. The service records of the above relatives are entirely satisfactory.





## UNITED STATES DEPARTMENT OF JUDICE

#### FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Washington 25, D. C.

(type or print plainly)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I amforwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Neme Constanu M. Edwards	Relationship ${\cal W}$	ife Date March	10,1958
Address 7707 Lingstrut Ct. Fulls	Church Va	·	
Steending trul-		Dam addin mas. S. Ross Fund providin	og \$1500
death benefit to beneficiary of agents killed in the 1	line of duty.	,	)d. [d.
Neme = = = A = A = A = A = A = A	Relationship	Date	. (). 
Address			
MAR 1 1 1958		Very Aruly yours,	
E B THE HE HELD WITHER	•	Why fruly yours,	
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Office Memorandum • UNITED STATES GOVERNMENT DATE: TO 3-11-58 MR. MOHR H. LEDWARDS FROM : SUBJECT: UNITED GIVERS FUND (UGF) EXECUTIVE COMMITTEE Tele Room Hollomun Gandy . Attached is a news item from the final edition of the Evening Star, Friday, March 7, 1958, which mentions my name as one of those elected unanimously to serve on the Executive Committee of the United Givers Fund for a one-year term. el-40254-12 The Director previously approved a request from the Nominating Committee that I be permitted to have my name submitted as one of the nominees for this position. Foregoing is for record purposes only. Jonesonder 3/11 HLE:jp/f' Enclosure - 1 17/084-236 ENCLOSURE A

7.-28 •• THE EVENING STAR, Washington, D. C.

## Carleton Smith Elected **United Givers President**

Carleton D. Smith, vice president of the National Broadcasung Co. and general manager of WRC and WRC-TV, was unanimously elected president of the United Givers Fund yesterday,

Mr. Smith succeeds E. K. Morris, founder and first president of UGF. Mr. Smith served as general campaign chairman of the first United Givers Fund Campaign in October, 1956, and who also was named chairman

presidency.

mously by the board of direc-maining on the executive comwas Mr. Smith, are: H. Holmes the Vogel, senior vice president; Mr. Dawson is now practicing Morris Cafritz, John S. Hayes, law here. Arthur Larson and Channing Walker, vice presidents; John B. Duncan, secretary, and Bruce Baird, treasurer,

Mr. Walker was general campaign chairman of the UGF drive last fall.

#### Appreciation to Morris

A certificate of appreciation was presented to Mr. Morris by Mr. Vogel on behalf of the officers, executive committee and board. In giving Mr. Morris the certificate, Mr. Vogel said it was an expression of appreciation to "Mr. U. G. F. himself—E. K. Morris."

Elected unanimously to serve on the executive Committee for a one-year term were the newly elected officers, the outgoing president, Mr. Morris, and the fellowing: Caesar Atello, John Barnett, Albert C. Borghi, Lynn Edwards, Mrs. David Finley, Asron Goldman, George E. C. Hayes, Lt. Gen. Lewis B. Hershey, David W. Kendall, Mrs. Frederick B. Lee, Charles H. Mason, Francis Mc-Guigan, William W. Parsons and Glenn E. Watta.

Dawson to Committee

At the recommendation of Mr. Smith, Donald Dawlon,

was senior vice president of of the Admissions and Alloca-UGF before succeeding to the tions Committee, was nominated from the floor and elected Other officers elected unani- to fill one of two vacancies retors for a one-year term, as mittee. Presidential assistant in Truman administration,

> Also named committee chair, men were R. Roy Dunn, president of the Potomac Electric Power Co., who will head the Nominating Committee, and Ferdinand V. Grapson, exec-Mr. Watts, an Executive Community director, of the United mittee member who is assistant Givers Fund, reported that the to the president, Communica Health and Welfare Council of



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CARLETON D. SMITH New UGF President

tions Workers of America, API-CIO, who will be chairman of the Pinence Committee 7 4 Allocations Listoft

> THE EVENING STAR FRIDAY, MARCH 7, 1958

94-49254-128 ENCLOSURE 67-17/084-236

the a is To ha he 3/11/58, HLE

## RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have received the following Government property for official use:

Returned

Position Classification Manual #77

## READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. ANY WAY.

Very truly yours,

(Typed

## Carleton Smith Elected United Givers President

Carleton D. Smith, vice president of the National Broadcasting Co. and general manager of WRC and WRC-TV. was unanimously elected president of the United Givers Fund yesterday.

Dawson to Committee

of the Admissions and Alloca-

tions Committee, was nomi-

Mr. Smith succeeds E. K. Morris, founder and first president of UGF. Mr. Smith served as general campaign chairman of the first United Givers Fund Campaign in October, 1956, and Guigan, William W. Parsons was senior vice president of and Glenn E. Watts.

UGF before succeeding to the presidency.

Other officers elected unant- At the recommendation of mously by the board of direc- Mr. Smith, Donald Dawson, tors for a one-year term, as who also was named chairman was Mr. Smith, are: H. Holmes Vogel, senior vice president: Morris Cairitz, John S. Hayes, Arthur, Larson, and Channing S. Walker, vice presidents; John B. Duncan, secretary, and Bruce Baird, treasurer,

Mr. Walker was general camlaw here. paign chairman of the UGF drive last fall.

#### Appreciation to Morris

A certificate of appreciation was presented to Mr. Morris by Mr. Vogel on behalf of the officers, executive committee and board. In giving Mr. Morris the certificate, Mr. Vogel said it was an expression of appreciation to "Mr. U. G. F. himself—E. K. Morris."
The framed certificate to ex-

presses thanks to Mr. Morris "with the sincere appreciation of a grateful community.

Elected unanimously to serve on the executive Committee for a one-year term were the newly elected officers, the outgoing president, Mr. Morris, and the following Caesar Aiello, John T. Barnett, Albert C. Borghi, H. Lynn Edwards, Mrs. David E. Finley, Aaron Goldman, George E. C. Hayes, Lt. Gen. Lewis B. Hershey, David W. Kendall, Mrs. Frederick B. Jer Kendall, Mrs. Frederick B. Lee: Charles H. Mason, Francis Me-



CARLETON D. SMITH New UGF President

nated from the floor and elected dent of the Potomac Electric to fill one of two vacancies reto fill one of two vacancies re- Power Co, who will head the maining on the executive con- Nominating Committee, and mittee. Preidential assistant in Mr. Watts, an Executive Com-the Truman administration, mittee member who is assistant Mr. Dawson is now practicing to the president. Communications Workers of America, AFL Also named committee chair- CIO, who will be chairman of men were R. Roy Dunn, presi-the Finance Committee.

Nease Parsons

Rosen Tamm Trotter

Clayton Tele.Room Holloman .

Gandy

Wash. Post and
Times Herald Wash. News
Wash. Star Hax
N. Y. Herald
Tribune
N. Y. Journal
American
N. Y. Mirror N. Y. Daily News
N. Y. Times
Daily Worker
The Worker
New Leader

67 - NOT RECURDED 4 MAR 14 1958

# Office Memorandum • UNITED STATES GOVERNMENT

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10	

Mr. Tolson

DATE: April 29, 1958

FROM :

Mr. Mohr

SUBJECT:

H. LYNN EDWARDS NICHOLAS P. CALLAHAN

Inspectors /

Administrative Division

Tolson Nichols -Boardman Trotter. Nease. Tele, Room Holloman ... Gandy -

#### OUTSTANDING ANNUAL PERFORMANCE RATINGS

There are attached for the approval by the Director annual performance ratings for Messrs. Edwards and Callahan, covering the period from April 1, 1957, through March 31, 1958, rating their services as Outstanding. I have signed these ratings as the rating official and sincerely feel they are deserving and in conformance with the performance rating standards covering Outstanding ratings.

In the event these ratings are approved, it is respectfully suggested that the Director sign both the original and copy of each on the line commencing "Rating Approved by" as the approving official. Thereafter, these ratings must be submitted to Deputy Attorney General Lawrence E. Walsh in the Department for approval by the Efficiency Awards Committee. Upon approval of these ratings by the Committee, they will be returned to the Bureau and a copy directed to Messrs. Edwards and Callahan for their retention. They will also be entitled to cash incentive awards under the provisions of the Incentive Awards Plan. Incentive awards of \$200 each were approved for recipients of Outstanding annual performance ratings for clerical employees during the fall of 1957 and it, therefore, seems that awards of \$400 each for these employees would be appropriate.

Should you agree with the foregoing, the necessary checks will be drawn and letters prepared for your signature following return of the approved ratings from the Department.

## RECOMMENDATIONS:

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1. It is recommended that the Director sign the original-and copy of the Outstanding performance ratings for Messrs. Edwards and Callahan and upon final approval of these ratings that each be approved for incentive awards of \$400.

2. It is recommended that the attached memorandum go forward to Deputy Attorney General Walsh transmitting the Outstanding performance ratings for final approval by the Efficiency Awards Committee of the Department.

Enclosures JPM:dmb

(3)

## RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

	-	2-	5	8
- 44		<b>~</b> _	ľ	٧

I certify that I have received the following Government property for official use: retorneck

Smith-Corona Portable Electric Typewriter #18-123855X

## RETURNED

Royal Portable Typewriter #D3404556

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Lynn Edwards

Very truly yours,



	3-2 <u>8</u>	-58	
	7-64	- 74	

I certify that I have received the following Government property for official use: xietumeck

Key to Closet Room 5264 (closet #1)

RETURNED

Key to Closet 1 Room 4529 Key to Closet 2 Room 4525 Key to Room 4507

## READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE, ON IT-OR MUTILATE SITE IN ANY WAY. ADD 3 1958

Very truly yours,

H. Lynn Edwar

# RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

4-1-58

I certify that I have received the following Government property for official use:

refutifef(

3 Keys to closet in room 4519
(This closet is actually in room 4521)

3-M PER god

## READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ONIT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written Signature)

(Typed

Signature

H. Lynn/Edwards

# RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

3-28-58

I certify that I have received the following Government property for official use:
returned

Key to Room 5302

## READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO\_NOT-MARK-OR-WRITE-ONITIOR MUTILATE IT IN

A - WHU OT 1200"

3-M PER

Very truly yours,

N. Elwards

H. Lynn Edwards

TO

: MR. MOHR

FROM

: W. S. TAVEL

SUBJECT : SUPERGRADE POSITIONS

The Director has instructed that hereafter when anyone is raised to GS 16 or above the letter should indicate it is to be held only as long as he continues to perform the specific duties of the job to which he is being assigned.

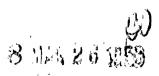
I have checked and in the past we have placed such a limitation on a number of promotions which were made to grades of GS 16 and The following is a tabulation of those officials who were advised at the time they received the promotion to the grade listed that it would remain in effect only for the duration of the assignment to the position they were then occupying:

1	·	
NAME	ASSIGNED WHEN PROMOTED	PRESENT POSITION
R. D. Auerbach John F. Malone	GS 17 as SAC, Seattle GS 17 as SAC, Los Angeles	SAC, Chicago Inspector, Training &
E. J. Powers W. M. Whelan, Jr.		Inspection Division SAC, New York Resigned 2/28/58
R. J. Abbaticchio, Jr. D. K. Brown W. G. Simon	GS 16 as SAC, Charlotte GS 16 as SAC, Baltimore GS 16 as ASAC, New York	SAC, New Orleans SAC, Los Angeles Same
C. E. Weeks )H. L. Edwards	GS 16 as SAC, Miami GS 16 as Personnel Officer, Administrative Division	SAC, Louisville Same
B. C. Brown	GS 16 as Inspector in Training and Inspection Division	SAC, Newark
	NTATOTOII	•

It is true that we have advised the above-mentioned officials in the past that their promotion would only be effective for the duration of their assignment to a Specific position. Actually, however, in the case of a veteran this stipulation has no effect whatever. The Veterans Preference Act specifically states that a veteran cannot be reduced in grade or salary without being given advance written notice and the necessary charges being brought to justify such demotion. In other words, he cannot be reduced in grade or salary except for cause based upon some failure on his part to properly discharge his responsibilities. The fact that he is advised at the time

WST:lae (2)

Original filed in 67-537 178-90



of his promotion that the promotion will remain in effect only during the assignment to the particular position does not vitiate the requirments of the Veterans Preference Act in this regard.

It will be noted that although the assignments of all but two of the above-listed officials (Mr. H. L. Edwards and Mr. W. G. Simon) have since changed, these reassignments were to positions of equal or greater importance than those they held at the time they were promoted to grade GS 16 or above. It is felt, therefore, that no change should be made in the grades of these officials, but in compliance with the Director's instructions we will, in the future, stipulate in each instance where anyone is raised to grade GS 16 or above that the grade is to be held only as long as the individual continues to perform the specific duties of the job to which he is being assigned.

#### RECOMMENDATION:

That no change in grade be made with respect to the abovelisted officials but that in future promotions to grade GS 16 or above such individuals be advised that the promotion will be effective only as long as he continues in the specific job to which he is being assigned.

I agree JPM, 3/3

April 30, 1958

Mr. Lawrence E. Walsh Deputy Attorney General

Director, FBI

H. LYNN EDWARDS NICHOLAS B. CALLAHAN Inspectors Administrative Division Federal Bureau of Investigation Outstanding Performance Ratings

There are enclosed the annual performance ratings on Mesers, H. Lynn Edwards and Nicholas P. Callahan, Inspectors of the Federal Bureau of Investigation, covering the period from April 1, 1957. through March 31, 1958, wherein they have been given adjective ratings of Outstanding.

In accordance with existing requirements, these ratings are transmitted for final approval by the Efficiency Awards Committee of the Department. I would appreciate it if you would promptly advise me when the ratings have been approved, in order that they can be considered official. To facilitate such processing, my signature on the ratings as approving officer will also serve as approval in my capacity as a member of the Efficiency Awards Committee.

## Enclosures (2)

JPM:dmb (5)

Based on memo from Mr. Mohr to Mr. Tolson, 4/29/58, JPM:dmb.

Tolson Nichola Boardman Belmont . Mohr .. Parsons Rosen . Tamm Trotter . Nease . Tele, Room Holloman .

Office Memorandum · UNITED STATES GOVERNMEN Mr. Tolson DATE: /May 12, 1958 SUBJECT: WEST GERVANY Information Concerning Comme Letter from Legal Attache (Legat) Bonn to Bureau 3-20-58, received 3-25-58, was filed unanswered in Director's Telephone Room because of faulty procedure in effect and undetected for many years in the Telephone Room. has acknowledged full responsibility for faulty procedure and failure to properly train Telephone Room employees. Recent inspection of Director's Office by H. L. Edwards failed to uncover this faulty procedure has already nitiated corrective action and. is being instructed to take other corrective steps in training of subordinates, including additions to Telephone Room Manual. Reply to letter from Legat made by cable 5-8-58. Inspector's inquiry revealed that Legat Bonn should be instructed that in the future he follow more closely correspondence by him requiring an answer and that he keep Bureau more currently advised of changes in dates of visits by notables when they are expected to possibly see the Director as Legat's cable 5-9-58 indicated to United States delayed from May to June. Details attached. RECOMMENDATIONS: Letter of censure to for, by his own admission, failure to be aware of a basic filing procedure which resulted b6 in the delay in reply to the Legat's letter. Also, for failure to have employees under his direct supervision adequately indoctrinated and trained... if approved, to be handled by the Administrative Division. 61-8:003-178 cc - Mr. F. C. Holloman cc - Mr. Mohr cc - Mr. F. W. Waikart cc - Mr. H. L. Edwards cc - Mr. R. R. Roach SFP:mbk (10)

Mer	norandum to Ma	Tolgon
Re:		<b>1</b> 11
	West Germany	

**b**6

should insure that all present employees in the Telephone Room now have the proper understanding concerning the filing procedures involved, that any new employees are properly indoctrinated and trained along these lines, and that the necessary Manual additions be made forthwith.

Letter of censure to Inspector H. L. Edwards for his failure to detect faulty filing procedure in effect in Director's Telephone Room at time of his recent inspection of the Director's Office . . . if approved, to be handled by the Administrative Division.

According to the details particular correspondthe gray folder at the time

of this memorandum the ence in question was not in 1/2 of Mr. Edwards' inspection and he has

advised that when he reviewed in folder there was no live mail in it. Consequently. he would have no way of knowing how the mail was being filed under supervision. Consequently, no letter of censure is justified here agrees.

JPM 5-13-58

The Liaison Section should advise Legat Bonn that in the future when a request is made of the Bureau and a reply is not forthcoming within a reasonable period of time, some follow-up should be made by him. Further, that he, in the future, keep the Bureau more currently advised of any changes in the dates of visits by notables when they are expected to possibly see the Director . . . if approved, this memorandum should be forwarded to the Liaison Section for proper action.

Me	norandum	to Mr.	Tolson
Re:			ſ
	West Ger	many	

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#### DETAILS

### BACKGROUND

Letter from Legal Attache (Legat), Bonn to Bureau 3-20-58, received 3-25-58, advised of impending visit to U. S. of requested authority for Legat to extend invitation to visit the Bureau, and, if possible, see the Director. Director noted, "OK." Letter was then (3-25-58) routed to all interested officials except R. R. Roach, Chief of the Liaison Section, who was the one to take action in replying to the Legat, although Roach's name was placed below the Director's routing block by Mr. Belmont's Office. Letter routed from Mr. Belmont's Office to the Director's Telephone Room, which then sent it to Records and Communications Division to be placed on record, which was done 3-27-58, including addition of stamp "LIAISON" below recording stamp. Letter was returned to Director's Telephone Room 3-27-58 where it was filed in gray folder (for the maintenance of correspondence relating to Director's commitments) until 5-8-58, when it came up on tickler as was expected in late May. As result of filing in gray folder prior to routing to Roach, reply to Legat not made until 5-8-58 by cable. Mr. Tolson instructed that an Inspector look into this; Director noted, "Yes."

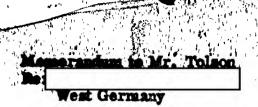
## FINDINGS OF THE INSPECTOR

## Procedures in Effect in Director's Telephone Room:

By both a writi	ten explanation and in conversation with	
Inspector Phillips,	explained that letter was filed in gray	b6
folder 3-27-58 without noting	that required action had not been taken	b7
because letter had been recor	rded and it was his assumption that it was	
Recording <sup>t</sup> s responsibility to	assure that required action had been taken	
and persons to whom letter h	ad been directed had initialed letter. This	
was procedure under which T	Celephone Room has operated since	
has been in charge of the Dir	ector's Office, and current letter was first	
incide <u>nt of this typ</u> e	Because of failure which re-	
sulted effective 5	5:00 p.m., 5-8-58, changed procedure with	

	Бб
West Germany	b7C
instructions to Telephone Room that all correspondence must be reviewed prior to filing in gray folder to assure necessary action taken and correspondence initialed for each official's name appearing thereon. Interview with and day and night supervisor, respectively, Director's Telephone Room, revealed they were operating on same assumption Examination of gray folder 5-9-58 failed to disclose any correspondence wherein required action had not been taken. However, eight items noted wherein stamps such as "Crime Records" or "Personnel Files" had not been initialed. Although there was no initialing for stamps for "Crime Records" there was initialing beside name of M. A. Jones, who is Chief of Crime Records Section. advised that the Telephone Room Manual contained no instructions covering the necessity for assuring required action taken and names and stampings initialed prior to filing of correspondence.	ъ6 ъ7С
F. W. Waikart, Supervisor in Charge, Records Branch, advised that Recording's only responsibility when mail is routed to it for recording is to record, and it is the sole reponsibility of persons filing the correspondence to first assure that necessary action and initialing have been accomplished. According to Waikart, this has been traditional in the been accomplished.	b6 b7C
has already advised Telephone Room employees of proper understanding of Recording's function and that correspondence must not be filed in gray folder without first assuring required action taken and initaling by officials whose names appear thereon. As result of Inspector's findings, is further instructing that all stampings of	b6 b7С

Memorandem to Mr. Tolson Re: West Germany	b6 b7C
section and division names are to be treated as efficials names and must likewise be initialed prior to filing. should, in addition, take necessary action to assure that employees of Telephone Room are fully conversant with mail and filing procedures to guard against any other wroassumptions or misunderstandings. The Telephone Room Manual, which has very recently been revised, should have added to it necessary instructions to assure no further misunderstanding by new employees and as a further training device for the present employees. These instructions should contain proper references in the Table of Contents and in the Index Pursuant to the Inspector's suggestion, has already initiated necessary action respecting the Manual.	ong b6 l b7C
Inspection of Director's Office 2/17 - 3/5/58:	
The report of Inspector H. L. Edwards concerning his reconstruction of the Director's Office contains a memorandum under the heading "Telephone Room Gray Folder" advising that on 2-28-58 he examined this folder. His only observations were concerning its physical condition needed replacement and fact that an obsolete calendar was taped to it. Mr. Edwards advised Inspector Phillips 5-9-58 it was his recollection that when he examined the gray folder 2-22-58, there was no "live" mail in it, i.e., none which required action or had names or standings not initialed. Edwards stated that no specific inquiry was made by him which would have uncovered the wrong assumption under which the phone Room employees and were operating because none was indicated as necessary by reason of there being no "live" mail in the gray folder. Edwards' inspection report also contains a memorandum concerning the Telephone Room Manual, pointing out a number of inaccuracies a inadequacies, and directing correction. The erroneous procedure uncouply the mishandled letter concerning is not mentioned as it was discovered because there was no "live" mail in the folder. Edwards' instructions on other changes have already been augmented by Phillips' suggestion to Holloman for further addition to the Manual.	al  onp- rele- ay b6 rn- and vered s not
Action as to Original Request by Legat:	
When it was discovered on 5-8-58 that the Legat's letter had not been answered, a cable was sent to the Legat, who replied by cab-9-58. has indicated in past conversations he intended to vision.	able sit



.b6 .b70

Washington, D. C., about mid-June; unable to supply specific date. Original of this cable has already been furnished to Director's Office.

#### INSPECTOR'S CONCLUSIONS

This incident and resultant findings by Inspector revealed that a faulty procedure has been in effect in the Director's Telephone Room for many years and should have been detected long ago.

The responsibility for the misunderstanding and wrong assump-
tion and Telephone Room employees appears to be
He should have been aware of the basic filing procedure involved and the
employees under his direction should have been properly instructed and
trained along these lines. has acknowledged his delinquency in
this regard. Instructions to Telephone Room employees and training of them
in the matter involved were obviously inadequate. recognizes this
and has already initiated corrective action. This likewise applies to the
Manual, to which he is making appropriate additions. of the Tele-
phone Room, advised that up to now only he and illed correspondence
in the gray folder. However, because of this incident only
would do so in the future and that, further, in his periodic checks of the
folder (at least twice a day) he would be ever alert for any uninitialed
correspondence which may have found its way into the folder. It does not
appear to be necessary to restrict the filing into the gray folder only to
but this is a matter for to decide in the light of the re-
quired efficient maintenance of the folder and assurance that all data con-
cerning the Director's commitments is up-to-date. It is necessary, however,
that responsibility be explicitly fixed for all filing into and maintenance of
the gray folder. It does not appear that any change should be made in that
originals of correspondence are permitted to be filed in the gray folder, as
most pertain to commitments which are imminent and it is very necessary
and desirable that the Director have the originals readily available. However,
in matters wherein the commitment is for the far distant future, considera-
tion should be given to having the original routed to file for later recall.

Memorandum to Mr. Tolson
Re:
West Germany

As respects the handling of this matter by the Legat, Bonn, it is noted that he made a request of the Bureau 3-20-58, received in the Bureau 3-25-58, which request required an answer. No answer was forthcoming until the cable of 5-8-58. It is believed that good business practice would have indicated that the Legat would have followed the Bureau on his request and it is believed that he should be reminded to do this in the future. The fact that he had subsequently determined that would not be until mid-June rather than late May, should, itself, have been reason for corresponding again with the Bureau.

**b**6

b7C

May 27, 1958

PERSONAL

06 PH 358

Mr. H. Lynd Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

It is a real pleasure to advise you that you have been afforded an Outstanding performance rating covering your services for the period April 1, 1957, to March 31, 1958, which has been approved by the Efficiency Awards Committee of the Department. Enclosed is a copy of this rating which you may retain.

In recognition of the very valuable service you have rendered the Dureau during the past year ighastleen my pleasure to approve an incentive award for you and there is enclosed a check in the amount of \$328.00, which represents an award of \$400.00 less withholding tax. I realize that your responsibilities have been unusually heavy, yet you have discharged them superbly and with a sense of deep devotion and loyalty. I do not want the occasion to pass without expressing my gratitude for your valued services.

Sincerely yours

)

1 - Mr. Mohr (Personal Attention) Enclosure
In the event it is not possible for the Director to personally present this award, it should be presented by you personally, or should the presentation be unreasonably delayed by your absence, the official Award #398-58 acting for you should present it.

AIL ROOM [] P

L. Br

Boardman
Belmont
Mohr
Nease
Parsons
Rosen

Parsons
Rosen
Tamm
Trotter
Clayton
Tele, Room

Holloman \_\_\_\_ MAIL ROOM []

# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

Name of Employee:	H. LYNNEI	DWARDS		
	Administrat	ive Divisio	n, Personnel Section	
	(Division)		(Section, Unit)	
Official Position Ti	le: Inspector		<del></del>	
Rating Period: from	April 1, 1	957	to March 31, 19	58
ADJECTIVE RATING		UTSTANDIN ding, Excellent, Sc	IG atisfactory, Unsatisfactory	Employee's Initials
Rated by:	Pour Signatur	hr	Assistant Director	3/31/58 Date
Reviewed by:	de a. Fa		Associate Director	3/31/58 Date
Rating Approved by:	Signatur	Homes	Director Title	3/31/58 Date
	(X) Official (X) Annual	TYPE OF REPO	ORT 67-12108  () Sevadomhistrative May 2  () 60-Day MAY 2  (-) Transfer  () Separation from Second () Special	

N) 1958

#### NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION.

UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

# FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee H. Lynn Edwards	Title Inspector
	Rating Period: from $4/1/57$ to $3/31/58$
RATING GUIDE A	ND CHECK-LIST
Note: Only those items having pertinent bearing on employee's performance Rate items as follows:  Outstanding (exceeding excellent and deserving of special commendation Excellent.  Satisfactory (good or very good).  Unsatisfactory.	ce should be rated. All employees in same salary grade should be compared.
No opportunity to appraise performance during rating period,	
Guide for determining adjective rating:	
<ol> <li>"Outstanding" adjective rating requires (A) that all rated elements be "\+" and reverse of Form FD-185.</li> <li>"Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend up mechanical formulas; however, for an employee to be rated "Excellent" he muguide and check-list and must be rated "Excellent" or "Outstanding" on the adjective rating is reasonable in the light of elements rated.         A Any element rated "Unsatisfactory" must be supported by narrative comm.         B. An "official" adjective rating of "Unsatisfactory" must comply with the req.     </li> </ol>	on the composite result of evaluating all rated elements rather than following any ist not be rated unsatisfactory on any performance evaluation factors on the rating majority of such rating factors. Good judgment must be exercised to insure that ents.
£ (1) b	O (12) Et
(1) Personal appearance.     (2) Personality and effectiveness of his personal contacts.     (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share	(17) Firearms ability.  (18) Development of informants and sources of information.  (19) Reporting ability:
work load).	(a) Investigative reports  (b) Summary reports
	(c) Memos, letters, wires
(5) Resourcefulness and ingenuity.	(Consider:conciseness:clarity:organization:
(6) Forcefulness and aggressiveness as required. (7) Judgment, including common sense, ability to arrive at proper	I thoroughness: I accuracy; I adequacy and perti-
conclusions, ability to define objectives.	nency of leads; I administrative detail)  O (20) Performance as a witness,
(8) Initiative and the taking of appropriate action on own responsibility.	(21) Executive ability:  (21) Executive ability:
(9) Planning ability and its application to the work.	(b) Ability to handle personnel
(10) Accuracy and attention to pertinent detail.	(c) Planning (d) Making decisions
(11) Industry, including energetic, consistent application to duties.  (12) Productivity, including amount of acceptable work produced	(e) Assignment of work
and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is	(f) Training subordinates (g) Devising procedures (h) Emotional stability
attributable to causes beyond employee's control,  1. (13) Knowledge of duties, instructions, rules and regulations, in-	(i) Promoting high morale
cluding readiness of comprehension and "know how" of	(j) Getting results
application,	(22) Ability on raids and dangerous assignments:  (a) As leader
(14) Technical or mechanical skills.	(b) As participant
(15) Investigative ability and results:	
(a) Internal security cases (b) Criminal or general investigative cases	improvement.
(c) Fugitive cases	1 (24) Ability to work under pressure. 1 (25) Miscellaneous. Specify and rate:
(d) Applicant cases	Dictation ability
(e) Accounting cases	
(16) Physical surveillance ability.	
A. Specify general nature of assignment during most of rating period (such a tor, etc.):	is security, eriminal, applicant squad, or as Resident Agent, supervisor, instruc-
Bureau Personnel Officer,	Inspector
B. Specify employee's most noteworthy special talents (such as investigator, de	sk man, research, instructor, speaker):
Executive and administrative	
<ul> <li>C. (1) Is employee available for general assignment wherever needs of service</li> <li>(2) Is employee available for special assignment wherever needs of service</li> </ul>	require? YES. (If answer is not "yes," explain in narrative comments.) require? YES (If answer is not "yes," explain in narrative comments.)
D. 1. Has employee had an abnormal sick leave record during rating period? during such period? <u>NO</u> (If answer to either question is "Yes," explain	NO 2. Has employee used more sick leave during rating period than earne
To Variable of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of t	ties? X Yes No s valid State or local operator's license for type vehicle he is to use. (b) Is
ADJECTIVE RATING: OUTSTANDING Outstanding, Excellent, Satisfactory, Uns	Satisfactory EMPLOYEE'S INITIALS

H. LYNN EDWARDS INSPECTOR ADMINISTRATIVE DIVISION ENTERED ON DUTY FEBRUARY 10, 1941

Herein set forth are narrative comments in support of the Outstanding performance rating to which Mr. Edwards certainly appears entitled.

Inspector Edwards is the Personnel Officer for the entire Bureau and, in addition, in his capacity as an Inspector has been given some major and extremely difficult inspection assignments.

He is a clean-cut, impressive-appearing man who dresses in exceptionally fine business taste. His outstanding appearance makes him ideally suited for the position he holds.

As Personnel Officer of the Bureau, Mr. Edwards has clearly demonstrated over the years that he possesses a personality which leaves nothing to be desired. In fact, the success of the Bureau's personnel program can be attributed to a great extent to the effectiveness of his personal contacts with Bureau officials, employees, and officials elsewhere in the Government service. Probably one of the most outstanding attributes Mr. Edwards possesses is his exemplary attitude, which encompasses dependability, cooperativeness, loyalty, enthusiasm, and amenability. These sterling qualities have been demonstrated in every assignment he has undertaken. He has continuously made personal sacrifice well beyond that normally expected of a Government executive, in order to insure that the Bureau's responsibilities are properly discharged. Mr. Edwards is an inexhaustible worker who has remained at his desk around the clock on numerous occasions to complete urgent assignments without delay. There seems to be no limit to his energy and stamina, and his strong constitution permits him to remain mentally alert no matter how long the working hours.

Mr. Edwards has directed several highly important inspection assignments during the rating period, and their overwhelming success was due in great measure to his exceptional resourcefulness and ingenuity. He is always thinking of and advancing ways of improving operations and personnel procedures. Mr. Edwards forcefully drives himself and aggressively pursues every assignment. He possesses a dogged determination and refuses to compromise with inefficiency or anything less than perfection. He insists upon maximum performances from his subordinates, yet commands and maintains their respect.

His judgment during the rating period has been unerring. He has displayed an extraordinary ability to arrive at proper conclusions and to clearly define objectives. He has a discerning mind.

Mr. Edwards is a very decisive individual, which quality is most vital in his position. He has initiated countless procedures and actions designed solely for the betterment of the Bureau. He does not vacillate but, to the contrary, takes appropriate action on his own responsibility. Initiative of the highest order is manifested continuously in his work. Mr. Edwards carefully and logically plans every undertaking, no matter whether it is an immediate and pressing assignment or a project requiring extensive research and study. He has clearly demonstrated an outstanding ability to plan, organize, and direct major undertakings, and never loses sight of his objectives, which are always clearly defined. He is exceptionally orderly in his thinking and planning, and as a result loses absolutely no motion in tackling all problems with which he is confronted.

Accuracy is one of Mr. Edwards' major assets. His tremendous success is due to a great extent to his meticulous attention to pertinent detail. He has been given personnel and inspection assignments of the most difficult, delicate, and involved nature because of his established ability to accurately review, analyze, and report facts and to arrive at logical, sound conclusions. He is orderly in his thinking and industriously applies himself to every undertaking, no matter of what magnitude. He tenaciously stays with his assignments until completely resolved.

He has been singled out by the Director during the rating period for his exceptional performance in completing large and complex inspection assignments with unusual swiftness, yet absolutely nothing was left to be desired from a quality standpoint. He handles a tremendous volume of work and always adheres to deadlines. His capacity for work is unlimited. There are few officials in the Bureau today who possess such a comprehensive knowledge of his duties, the Bureau's rules and regulations, instructions and procedures, as that possessed by Mr. Edwards. He has a tremendous reservoir of information relating to his official duties, and this particularly makes him an invaluable official in his present assignment. Written products in the form of memoranda and letters prepared by Mr. Edwards are always rich in substance and perfect in form. He has clearly demonstrated superior qualities of leadership and all the attributes desired of a top Government official. His leadership talents have been clearly apparent in the tactful and effective manner in which he handles personnel; in the respect he commands and receives; and in his ability to plan, organize, and direct major assignments with the help of subordinate personnel. He effectively trains subordinates and

devises procedures that are always sound and in the best interest of the Bureau. He is evenly disposed, is respected by others, and promotes high morale. He realizes maximum results from his subordinates.

Mr. Edwards is constantly making suggestions for the improvement of the service. In fact, many of the Bureau's personnel policies and procedures today have resulted from suggestions made by him. He definitely has the best interests of the Bureau in mind at all times.

Mr. Edwards seems to be at his best when under extreme pressure and has been called upon on many occasions for delicate and onerous assignments because of his ability to think clearly and work effectively on assignments requiring the most special handling. The results attained by him while working under tremendous pressure have been truly outstanding.

During the rating period Mr. Edwards was personally commended or congratulated by the Director on ten separate occasions for his outstanding performances and accomplishments. In addition to his regular, heavy responsibilities, he has served as President of the FBI Recreation Association since January 1, 1958, and during the entire rating period has served on the Board of Directors of the United Givers Fund. The heavy additional responsibilities demanded of these offices have been handled cheerfully and competently by him, yet at great personal sacrifice. In every respect Mr. Edwards has earned for himself this Outstanding rating.

# Office Memorandum · UNITED STATES GOVERNMENT

: Ir. J. Edwar Hoover

Director, Federal Bureau of Investigation

DATE: Nay 26, 1958

: S. A. Andretta Administrative Assistant Attorney General

subject: "Outstanding" performance ratings

This refers to your recommendations for "Cutstanding" performance ratings for Mr. H. Lynn Edwards and Mr. Nicholas P. Ottlahan for the period April 1, 1957 through March 31, 1958.

The ratings have been approved and in accordance with the Department's performance rating plan a copy of the justification should be furnished to each of the above employees.

1

May 29, 1958

Mr. John Edgar Hoover Director Federal Bureau of Investigation Washington, D. C.

V

Mr.	Tolson
Mr.	Boardman
Mr.	Belmont
Mr.	MADE
Mr.	Medsey
Mr.	Parsons
Mr.	Rosen
Mr.	Tamm
Mr.	Trotter_t
Mr.	Clayton
Tele	Room
Mr.	Holloman
3.00	s Gandy

Dear'Mr. Hoover:

The honor which I was privileged to receive from you yesterday morning is something I shall never forget. The Outstanding performance rating and the opportunity to be photographed with you in your office marked two "firsts" for me which I am sure will serve to generate new incentive with each passing day. I wish to take this means of adding heartfelt thanks to those I expressed at the time.

Frankly, I have misgivings as to deserving such recognition and good fortune. Especially is this so when I realize that so many of your own outstanding efforts, exemplary and tireless devotion to this great organization seem at times to escape the full measure of recognition and complete public appreciation that we know they deserve. However, I can assure you that I personally will spare nothing to try to measure up to your expectations in an endeavor to prove that your confidence in me has not been misplaced.

Sincerely yours,

No stanker

H. Lynn-Edwards

RECORDED

13

67-171084-242 Searched Numbered 43

4 JUN 9 1958

-MAY-29-1958 35

TAPER

# Office Memorandum • UNITED STATES GOVERNMENT

то	:Mr. Nease
FROM	2000

DATE: June 2, 1958

SUBJECT: INSPECTOR H. LYNN EDWARDS ADMINISTRATIVE DIVISION

Tolson Boardman Belmont
Mohr Negse
Parsons
Rosen
Trotter
Clayton Tele, Room
Holloman
Gondy

On May 28, 1958, the Director presented a Cash Award to Inspector Edwards, who has respectfully requested that if possible the Director autograph a copy of the photograph taken on the occasion for him. Accordingly, a copy is attached.

ECK:grs (2)

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Office Memorandum • UNITED ST. GOVERNMENT

TO

Mr. Mohr

DATE: 6-10-58

FROM :

H. L. Edwards

SUBJECT:

H. LYNN EDWARDS

ERROR IN CORRESPONDENCE

Tolson
Boardman
Belmont
Mohr
Nease
Parsons
Rosen
Trotter
Clayton
Tele. Room
Holloman
Gandy

On 6-4-58 an error was detected by the Reading Room in an outgoing letter to the Chairman of the Civil Service Commission. The word "representatives" was misspelled. I dictated this communication and failed to detect the misspelling when I reviewed and initialled it.

### RECOMMENDATION:

It is recommended that a letter of censure be directed to me for this error. A letter is attached.

Jen Yes

In 4/11

Enclosure CJIC:pmd pmo (2)

RECORDED - 139

67-171084-2444 Searched Numbered 33

3 JUN 17 1958

June 11, 1958
PERSONAL

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

Tolson
Boardman
Belmont
Mohr
Nease
Parsons
Rosen
Tramm
Trotter
Clayton
Tele. Room
Holloman

MAIL ROOM

On June 4, 1958, an error was detected in an outgoing communication prepared by you and addressed to the Chairman of the Civil Service Commission. Although the letter did not leave the Bureau with the mistake in it, you were negligent in not initially discovering the error and having it corrected.

Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Acceptation Accept	cordingly, it is care in connection to the connection of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the contr	ection with hat such m	the prepar	ation of y be	REC'D-READI	JUN II S
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	JUN 1 1 1958  COMM-FBI  (Personal Att	tention)	etor g		al and	
Based on mem			: \ . \ \		18/24/1	

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June 18, 1958

PERSONAL

Mr. H. Lynn Edwards
Federal Bureau of Investigation
Washington, D. C.

#### Dear Mr. Edwards:

I have been informed that the FBIRA

Punic and Field Day held at Quantico on Saturday,

Jane 14th, was a tremendous success. As President of the FBIRA, you are certainly entitled to a

feeling of gratification since your splendid efforts
contributed so materially to the excellent planning
and coordination of the many activities presented.

I do not want the occasion to pass without expressing

my commendation to you.

my complication to you.		
JUN 18 1950  LEGILLI Sincerely yours,  JUN 18 1950  LEGgar Hoover	REC'D-RE	NOV 18
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1 - Mro Monr (Personal Attention)	Há	
LRH:cmt cont    Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command   Command	ROOM	M4 '58
Holloman MAIL ROOM		

Boardman OFFICE OF DIRECTOR FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE H. Lynn Qune 16, 1958

H. Lynn Edwards On Saturday, June 14, 1958, I attended the FBIRA Picnic at Quantico. There were approximate-Mr. W.C. Sullivan ly 1800 in attendance at this picnic. Mr. Holloman \*Miss Holmes. A very excellent program was presented which definitely reflected CRATA excellent planning on the part of those responsible for Numerous contests were held for the the picnic. participation of both the children and the adults and various types of games were provided. The firearms instructors at Quantico opened the program with a very outstanding firearms exhibition and Mr. Sloan is to be commended for the very excellent presentation. In the afternoon the Marine Corps presented an out= standing program which consisted of a mock Marine attack on a pill box. Helicopters were utilized inc transporting troops and making landings, as well as transporting military equipment such as jeeps. This was a most interesting and exciting presentation and the Marine Corps should be commended for their excellent performance in putting on their exhibition for the benefit of those attending the picnic. The weather was perfect for the picnic and everyone

seemed to enjoy himself very highly.

FCH:rm

(2)

In view of the excellence of this program and the apparent planning and coordination which went into making it a big success, Mr. H. L. Edwards, the President of the FBIRA, and Special Agent Supervisor Francisco of the Training and Inspection Division, who was the general chairman of the picnic, and others who participated in presenting this program should be commended for a very outstanding function.

Letter of commendation to H.L. Edwards 6-18-58 LRH: cont

Loudled by menes her. Edwards to Mr. Maker 6/17/18, HLE; MAH.

MU

STANDARD FORM NO. 64

# Office Memorandum • United States Government

6/27/58

: Mr. Mohr

FROM : H. L. Edwards

subject: Annual Leave

I was scheduled for two weeks' annual leave from Monday, 6/30/58 through Friday, 7/11/58. In view of the intervention of the special inspection in the Deserter Fugitive Unit, I had to suspend the inspection of Mr. Tolson's Office. Unless advised to the contrary I feel I should cut short this scheduled leave and not begin it until I can complete the inspection of Mr. Tolson's Office and clear the report.

I will have to be back at the office Monday, 7/14/58 because I am scheduled for Operation Alert that week. Thereafter for the next five weeks until 8/25/58 Mr. Ingram, No. 1 Man in the Personnel Section, will be away partly because of his scheduled vacation and partly because he will be on Mr. Tavel's desk in your office three weeks while Mr. Tavel is on vacation. I am scheduled for my third week of leave the week of 8/25/58 and the following Tuesday, 9/2/58 I will begin the recheck of the Investigative Division.

If the foregoing plan for beginning the inspection in Mr. Tolson's Office Monday, June 30, meets with his approval, I will proceed accordingly.

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HLE:MAH

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# Office Memorandum • United States Government

10 1	Mr. Mohr		+1	DVIR:	0-11-00	
FROM ;	H. L. Edwar	deller				Tolson Boardman Belmont Mohr
SUBJECT:	FBIRA PICN	IC AND FIELD	DAY			Persons Rosen
sosjaci:	Quantico Ran					Trotter
	Saturday, Ju					Clayton
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						STANSANT.
	Attached for	approval are le	etters of ann	reciation to th	e following	ע יי ע
lindividuals	in recognition					ibuted
	ly to the extrem					
Ranges at	Quantico Saturd	av. June 14: 19	358 for Bur	esu emplovees	their fam	ilies
and guests	in the Washingt	on area (includ	ing some fr	om Baltimore	and Richmo	nd field
offices:		on area (merae	me nome m	om mannorc	and recommo	b6
			0		·*,	b7C
	Special Agent	t Supervisor L.	A. Francis	co. General C	hairman. Tr	raining
and Inspect	ion Division; Sp	pecial Agent Su	pervisor. Ma	rio Gregorio.	Investigati	ve Divi-
	man of Subcom					
	cords and Com					
Transporta	tion and Parkin	g:			trative Divi	
Chairman c	of Subcommittee	on Dancing an	d/Dance Con			Exhibit
	nairman of Subc				H. LUSIO	
Quantico st	aff for firearms	s demonstratio	n. liaison w	th U. S. Mari	ne Coros So	chools and
splendid co	operation on all	planning; and	Lieutenant C	eneral Merril	l B. Twinir	g. Com-
mandant, M	darine Corps Sc	hools, for exce	ellent cooper	ration of himse	elf, his offic	cers and
staff includ	ing the excellen	t helicopter de	monstration	. band concert	. music for	the dance
and assista	nce on picnic ta	bles, parking,	etc.	1750	,	
	nce on picnic ta	RECORDED	. 142	, , ,	,*	
4	Many other a	gent and cleric	al personnel	at the Seat of	Governmen	it and
Washington	Field Office as	sisted on vario	ous committe	es but in the i	nterest of t	eing
practical, i	individual letter	s are not being	recommend	led for them b	ut a copy of	this
memorandu	ım is being plac	ed in their per	sonnel files	to be consider	ed in conna	ction with
performanc	e ratings and g	eneral evaluati	on of their e	xcellent coope	rative attib	rdes. Il
	been impossible					
	ervices of these					
managing v	arious events,	helping set up f	he equipmen	at and take it d	own at the	end.
general pol	icing, etc.					
-				Ľá.	JUN 20 1958	. j
	Oyerwhelmin	g/opinion is tha	t the picnic	was an outrin		77. 79-1-
sold totaled	1 2, 133 at the la					.Sbarrille
montary tic	kets to Parine	Corps personn	el. A separa	te financiil M	atemonta	1-31-3
	74				7/1	
HLE:21AH	į	49				A '
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					STONE !	
Enclosures:	sent 6-	18-58	to the paper	area	W. W.	

Trepared which will reflect exact profit which at this time appears to be approximately \$75.00. As you know, the affair was not intended as a money maker, the tickets being tally 25 cents per percen, enough to cover prizes, hiring busses, and other incidentals. Last year's picnic went into the red approximately \$750.00.

Although General Twining had to send last minute regrets because of a conflicting commitment which prevented him from being there, his was represented by lajor over-all coordinator for the princ from the Marine Corps both holicopters, armored equipment, the rifle team, rocket launching team, flame throwing team, rescue operation and general combat demonstration; Chief Warrant Officer leader of the band which put on a one-hour concert and subsequently played one hour for the rifle deck dancing and dance contest; and Captain who supervised the moving of picnic tables and other equipment to and from the ranges.

## RECOMMENDATIONS:

1. That the attached letters mentioned herein be approved.

1. Herdwark

2. That approval be given to placing a copy of this memorandum in each of the personnel files of the attached list of other employees who helped with the picnic.

Herbrus

Letter To H.L Edwards Sent Through Separately.

ay

FD-281a (Rev. 2-20-56)

# RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

6-10-58

I certify that I have received the following Government property for official use:

U.S.D.J. Garage Parking Sticker, Space 14

RETURNED

Parking Permit Space 14

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

RO NOT MARK OR WRITE OMIT OR MUTILATE IT IN

**從·JUN 24 1958** 

FILE

Λ **¾·M** 

Very truly yours,

H. I. Edwards

## Esso Standard Oil Company

2550	7720 YORK ROAD . BALTIMORE 4, MD.
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DEL-MD-DC SALES DIVISION CREDIT DEPARTMENT	7/2/58  MAILING ADDRESS P. O. BOX 1289, BALTIMORE 3, MO.
F. B. I. 4519 Justice Bldg. Wash. 25, D.C.	Re: H. Lynn Edwards 2707 Longstreet Court Falls Church, Va.
Gentlemen:	(Special Agent)
that the applicant is in your employed to us in making our decision, as we	plied to us for credit. We are informed by. It will be of considerable assistance all as an accommodation to your employee, mish us with the answers to the questions
We shall appreciate your court the information furnished will be a prepaid envelope is enclosed for your prepaid envelope is enclosed for your prepaid envelope is enclosed.	tesy in replying, and assure you that treated as strictly confidential. A pur convenience.
letter prepared 8	a l
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PositionApprox.	Is it considered permanent?
Position Approx.	Is it considered permanent?
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PositionApprox.  Length of serviceApprox.	Is it considered permanent?
PositionApprox.  Length of serviceApprox.  Now often paid?  Does position require travel?  If so, do you reimburse expenses?	Is it considered permanent?
PositionApprox.  Length of serviceApprox.  Now often paid?  Does position require travel?  If so, do you reimburse expenses?  Singe Married Sin	Is it considered permanent?
PositionApprox.  Length of serviceApprox.  Now often paid?  Does position require travel?  If so, do you reimburse expenses?	Is it considered permanent?  Wage  Salary  Commission  How often?

HARL BY

August 20, 1958

Civil Service Commission 230 Pension Building Washington 25, D. C.

Dear

Confirming the telephone conversation between you and Personnel Officer H. L. Edwards on August 19, 1958, this is to advise that as Personnel Officer of the Federal Bureau of Investigation, Mr. Edwards is authorized to request and receive test material.

Sincerely yours,

John Edgar Hoover Director

Tolson . Nichols

Boardman Belmont .. Mohr ... Parsons . Rosen ... Tamm . Trotter .. Nease. Holloman -

b6 b7C

#### **Weights for Males**

				weights for Motes			
Height Feet-Inches		SMALL FR		MEDIUM F Destrable-A		LARGE F Destroble-A	
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5_	5	124-134	147	132-142	156	140-152	167
5_	6	128-138	152	136-146	161	144-157	173
<u>5</u>	7	131-142	156	140-151	1,400	148-161	177
5_	8	135-146	161	144-155	171	152-165	182
<u>5</u>	9	139-150	165	148-159	175	156-170	187
5	10	143-154	169	152-163	179.	160-175	193
5	11	147-159	175	156-168	185	164-180	198
6	.0	152-164	180	161-173	190	169-185	204
6	1	158-170	187	166-179	197	174-191	210
6	2	163-175	193	171-184	. 202	179-197	217
6	3	,168-180	198	176-189	208	184-202	222
6	4	174-186	205	182-195	215	190-208	229
6	5	180-191	210	188-201	221	196-214	<b>` 235</b>
							-

3.	Examinee's frame is small medium		
4.	Considering above weight table, the examinee's framile Consider his present weight Satisfactory	ne, and other individual physical characteristics,  Excessive Deficient	
5.	Under proper medical supervision, examinee should	losepounds	
		gainpounds	b(b)
Re	marks:		٦
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187

(Signature of Medical Examiner)

10 Jun 58

3 Jan W 8H

# ATTACHMENT TO STANDARD FORM 88, REPORT OF MEDICAL EXAMINATION FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER

	ne of Examinee: pe or print)	Last	First	Middle
	The following por	tions of the attached exc	amination report form n	eed not be completed:
		2 3	62 / 65	
		11	67	
		14	68	
	ŧ	17	69	
		46	71	
		48 49	72	
46.	Is necessary unle	ss facilities for affordin	g same are not readily	available.
48.	Not required unless is desirable.	s examinee is over 35 y	vears of age or examina	ation indicates such
49.	Is necessary unle	ss facilities for affordin	g same are not readily	available.
71.	Audiometer exami	nations should be afford	ed whenever possible.	
F.0	R ALL EXAMINEE	s, whether clerica	L OR SPECIAL AGEN	T APPLICANTS
OR	EMPLOYEES:			
	The medical examine	r should answer the following	g question:	
	Examinee is	is not qualified	for strenous physical	exertion.
TO	BE ANSWERED IN	THE CASE OF ALL M	ALE EMPLOYEES AN	D'MALE APPLICANTS
1.	tactics and dange	ve any defects restrictions assignments which es. If "yes" please spe	might entail the pract	ical use of firearms?
2.		ve any defects prohibiti es. If "yes" please spe		

## MEMORANDUM FOR MR. TOLSON

On July 21, 1958, I saw Inspectors J. F. Malone and H. L. Edwards, who had been ordered to make inspections of certain divisions at the Seat of Government.

I told Messrs. Malone and Edwards I wanted them to approach these inspections with complete objectivity and to exercise extreme penetrativeness in conducting them. I related some of the problems which have arisen in the lavestigative Division, the Domestic Intelligence Division, and the Training and Inspection Division and stated I wanted now to get the real run down on the actual functioning of the divisions at the Seat of Government similar to what a thorough physical examination would be of an individual.

Very truly yours,

RECE-VFD - WOHR FBI PBI 18 38 WH 58

John Edgar Hoover Director

JEH: EDM (5)

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SENT FROM D. O.
TIME 9.10 AM
DATE 7-28-18
BY EAH

SELVI 5 A

07-236/43-

MAIL ROOM TELETYPE UNIT

D-281 (Rev. 10-3-56)

#### RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

Dec	ember	26,	1957

I certify that I have received the following Government property for official use: refulrhed/

> Fingerprint Correspondence Section Manual of Instructions #368 - Let. 2.4.58

Fingerprint Correspondence Section Correspondence Manual #83 - Net. 2-4-58

Posting Section Manual #51 - Act 4-4-58 kg 7m. Hyde

Card Index Section Manual #56

Latent Fingerprint Section Manual #1

Assembly Section Manual #28

Assembly Section Manual #28

ret. 5. 21-5 8 Recording Section Manual #12

Charge on Sm. Records to be returned after Augustion.

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT-MARKTOR WRITE ON IT OR MUTILATE IT IN ANY WAY! (-1) ANY WAY) (~1)

Very truly yours,

# RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have received the following Government property for official use:

D. C. Official Parking Permit, expires 6-30-59

RETURNED

D. C. Official Parking Permit, expires 6-30-58

FILE PER 3-M

READ!

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ONIT OR MUTILATE IT IN ANY WAY.

Very truly yours,

H. L. EDWARDS

July 8, 1958

Esso Standard Oil Company Post Office Box 1288 Baltimore 3, Maryland

Attention: Credit Department

Gentlemen:

Receipt is acknowledged of your inquiry dated July 2, 1958, regarding Mr. H. Lynn Edwards.

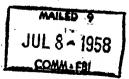
Mr. Edwards entered on duty in the Federal Bureau of Investigation on February 10, 1941, as a Special Agent. He is presently occupying the position of Inspector with salary of \$14,430 per annum. His position is of a permanent nature. Our records indicate his date of birth is May 14, 1915.

Very truly yours,

John Edgar Hoover Director

MA: pab (3) 67-171084

AL 8 12 45 PH \*58



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Belmont CLD HVIC 800H

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Parsons
Rosen
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Clayton
Tele. Room
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\$1. Typed or printed name of dentist or physician (Indicale walkh)	SIGNATURE	1 1						
82_TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY	SIGNATURE						OF AT- SHEETS	
RNMENT PRINTING OFFICE : 15	953+O-243413 36+62288-1		-	٠,	• 5		<del></del>	

Standerd Form \$13 Rev. August 1954
Promulgated
By Bureau of the Budget

CLINICAL RECORD	CONSULTATION SHEET			
	REQUEST			
0:	FROM: (Requesting word, unit, or activity)	DATE OF REQUEST		
G.U. Department	Staff Clinic	1 Aug 58		

This FBI SA was treated by your Department £ 1 yr. ago for acute prostatitis. When released from treatment he was advised to return for a check at time of his annual examination.

PROVISIONAL DIAGNOSIS

Phys. Exam. DOCTOR'S SIGNATURE APPROVED PLACE OF CONSULTATION MERGENCY b6 T ROUTINE BEDSIDE ON CALL b7C CONSULTATION REPORT

8-7-58 @1330 Appointment was cancelled due to being called out of town on emergency.

> S/ RHD 8-6-58

No symptoms. Abb-Neg. Urine occ WBC Two glass rare WBC

Genetalia - N Prosfoto - Boggy as 'c retained secretions, not otherwise abnormal Sections - 8 to 15 WBC/HPF

(Continued on reverse side) SIGNATURE AND TITLE DATE IDENTIFICATION NO. ORGANIZATION WARD NO. PATIENT'S IDENTIFICATION (For typed or written entries live: Name-last, first, middle; grade; date; hospital or medical facility) REGISTER NO. Staff Clinic FBI EDWARDS, H. Lynn CONSULTATION SHEET ENCLOSURE 17 1,11.x4.251 Standard Form 513

1. 1

U. S. GOVERNMENT PRINTING OFFICE | 1957-0-437819 16-56119-5

S/ GRJ

Imp - Normal lower tract
Rev. IVP / Cystogvern reveal
normal upper tract

Suggest - No Rx Check at next annual
Physical if desired.

S/ Irons USNMC

## 2 ...

# ATTACHMENT TO STANDARD FORM 88, REPORT OF MEDICAL EXAMINATION

## FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER

Name o	of Examinee	Ed	11177	1/4		H.		LU	Val		
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Weights for Males

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5 5	124-134	146	132-142	155	140-152	166	
5 -6	128-138	151	136-146	160	144-157	-172	
5 7	131-142	155	140-151	165	148-161	176	
5 8	135-146	160	144-155	170	152-165	181	
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6 1	158-170	186	166-179	196	174-191	209	
5 2	163-175	192	171-184	201	179-197	216	
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6 4	174-186	204	182-195	214	190-208	228	
6 5	180-191	209	188-201	220	196-214	234	

3.	Examinee's frame is small medium large
4.	Considering above weight table the examinee's frame and other individual physical characteristics, I consider his present weight Satisfactory Excessive Deficient
5.	Under proper medical supervision, examinee should losepounds
	gainpounds
	marks: Under thyroid theraphy because low protein Iz - would
n	of recommend change
	b <sup>o</sup> b <sup>7</sup> C
	(Signaturé of Medical Examiner)

AUG 26 1958 (Date)

RECEIPT FOR GOVERNMENT PROP FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

I certify that'I have received the following Government property for official use: rekylyheA

FBI Identification Card #8-09269

Very truly yours,

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

ANY WAY.

(Written Signature

(Typed

September 17, 1958

### MEMORANDUM FOR MR. TOLSON

Yesterday Inspector H. L. Edwards. who has recently been assigned to your office, called to see me to thank me for his designation to this position.

I pointed out to Mr. Edwards the heavy burdens and responsibilities attached to this new assignment and the necessity for him to be thoroughly objective and penetrative in all matters handled. I stated that I wanted to have a fair but firm administration in the handling of our work and to do this we would need some tough executives who could hold subordinate officials and supervisors to their individual responsibilities.

Mr. Edwards makes an excellent personal appearance, seems to be highly enthusiastic about his new assignment, and I consider him above the average. I have sent through a request that Mr. Edwards be promoted to GS-17 in view of his new assignment to your office and in view of the highly proficient manner in which he has handled some recent difficult and delicate assignments.

Very truly yours,

15/2EH

John Edgar Hoover Director RECORDED - 143 SEP 22 2 SEPH SE

Tolson Belmont Nease

JEH: EDM (5)

SEF 24 1950

SENT FROM D. O. 11:2000 TIME DATE

MAIL ROOM TELETYPE UNIT

## RECEIPT FOR GOVERNMENT PROP FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

Date:

I certify that I have received the following Government property for official use:

/kg/ykyled/

Royal Portable Typewriter #D3393542

## READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written

(Typed

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b7C

STANCARD FORM NO. 64

# Office Memorandum • UNITED STATES GOVERNMENT

TO	:	Mr.	Mohr
	-	4/4	71.V 14.4

DATE: 9-15-58

FROM :

W. S. Tavel WST &

SUBJECT:

H. LYNN EDWARDS

Inspector

Mr. Tolson's Office

(to report upon completion of

his present inspection assignments)

EOD 2-10-41; GS-16, \$14,430 Non-Veteran: Not in Reserve

Not on Probation

Tolson . Boardman . Belmont . Mobr . Negse Porsons Rosen Tomm Trotter . Clayton Tele. Room Holloman Gandy . W. C. Sullivan

By letter dated 9-12-58 he was promoted to the position of Inspector in Mr. Tolson's Office. He will report to Mr. Tolson's Office upon completion of his present inspection assignments. The following is a brief, concise summary concerning Mr. Edwards for the Director's use.

Mr. Edward entered on duty 2-10-41 as a Special Agent and he was transferred to the Seat of Government on 6-2-43 as a Supervisor in the Administrative Division. On 4-30-47 he was designated Personnel Officer in the Administrative Division and was designated an Inspector on 12-31-57. On his 1958 annual performance report Mr. Mohr rated him He was last CENSURED by letter dated 6-11-58 inasmuch as Outstanding. an error was detected in an outgoing communication he prepared and addressed to the Chairman of the Civil Service Commission. This letter did not leave the Bureau with the mistake in it. He was last COMMENDED on 6-18-58 for his splendid efforts which contributed so materially to the excellent planning and coordination of the FBIRA Picnic and Field Day held at Quantico on Saturday, June 14th.

The Director saw Mr. Edwards on 7-21-58. He had been ordered to make inspections of certain divisions at the Seat of Government and the Director stated he wanted him to approach his inspections with complete objectivity and to exercise extreme penetrativeness in conducting them. It is noted Inspector Edwards is presently nearing the completion of an inspection of the Domestic Intelligence Division and has for inspection the Investigative Division and the Training and Inspection Division.

His daily average overtime for the last six months was as follows: March, 4 hours 11 minutes; April, 3 hours 58 minutes; May, 3 hours 44 minutes; June, 5 hours 26 minutes; July, 4 hours 24 minutes; August, 4 hours 49 minutes.

RECORDED - 133 As of February, 1958, Mr. Edwards listed the Seat of Government and Washington, D. C. as his offices of preference. 1 SEP 18

Mr. Edwards brother, SA Frederick L. Edwards, is a Supervisor in the Domestic Intelligence Division in Grade GS-13, \$10,130 per annum. brother-in-law, SA(A) James H. Humphries is assigned to the Richmond Office

FDH/dār (

(Permanent Brief) Mario 711.7/58/8/4/2017

b6 b7C

in Grade GS-11, \$7030 per annum.	is a
former Special Agent, having entered on duty 7-5-49 as a Clerk, 1-	<del>29-</del> 51 as
a Special Agent and Resigned 2-7-58.	
and are former employees of the Bureau.	
was a summer employee in the Records and Commu	nications
Division from 35-26-58 to 8-25-58. She was assigned as a File Cle	rk at
\$3255 per annum in GS-2. The service records of the above relativ	es are
entirely satisfactory.	

repared by all sheeked by Mia.
Filed by:

September 16, 1958

Ur. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

I am indeed pleased to advise that you are being promoted to the position of Inspector, \$15,375 per annum in Grade GS 17, effective September 21, 1958.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover Director

MAILED 11: SEP 1 6 1958 COMM-FBI

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Rosen
Tamm
Trotter
Clayton
Tele. Room
Holloman
Gandy

MAIL ROOM

W. C. Sullivan

#### September 12, 1958

PERSONAL

Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

I am happy to inform you that I have approved your promotion to the position of Inspector in the Office of Associate Director Clyde A. Tolson.

You should arrange to report there immediately after you complete your present inspection assignments.

3 ( ) COMM - FBI SEP 12 相58 MAILED 20

CC - Mr. Mohr

Sincerely yours,

J. Edgar Hooyer

John Edgar Hoover Director

Scarebod

3 SEP 19 1958

Mr. Edwards is presently nearing the completion of the inspection of the Domestic Intelligence Division and has for inspection the co. Investigative Division and Inspection Division!

JPM:DW (4)

Tolson Belmont . Nease Parsons Rosen Tamm Trotter Tele. Room

MAIL ROOM TELETYPE UNIT

STANDARD PORM NO. 64

# Office Memorandum • United States Government

TO:	DIRECTOR	DATE: 9/12/58	
FROM: :	CLYDE TOLSON		Tols on Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income Income I
SUBJECT:			Rosen Tamm Trotter W.C. Sullivan Tele, Room Holloman
	I would like to recommen changes:	d the following personnel	Gandy
	The assignment of Mr. H Officer in the Administrative Div Inspector in my office to replace		
	The assignment of Mr. W Agent, now assistant to Mr. Moh Division, to the position of Perso Division, to succeed Mr. Edward	r in the Administrative onnel Officer, Administrative	Ъ6 Ъ7С
	The assignment of Inspec my office, to replace Mr. Tavel in the Administrative Division.		
	Summaries of the files of are attached.	the individuals referred to	
		2	
	CT:DSS	men.	
×	RECCEPTED - 144	# 67-17/084-25 Scarched Numbers 5 3 SEP 19 1958	b6 b7c
Jappen Tiller	a company of	Still a win Ber	<b>5</b>
3	SEP 24 1958		

September 17, 1958

week.

Mr.	Tolson V
M-	Belmont
M-	Mohr
3/-	Monr
WEE.	Nease
WIF.	Parsons
Mr.	Rosen
Mr.	Tamm
Mr.	Trotter
Mr.	W.C.Sullivan
rele.	Room
Mr.	Holloman
Miss	Gandy

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

To put it mildly, I was overwhelmed by your letter which I received this morning telling me of my promotion to Grade GS 17. Inasmuch as I imposed on your valuable time as recently as yesterday, I hope you will accept this not e as an expression of my humble thanks.

Any services I have been able to render to merit this recognition have been made immeasurably easier because of the real privilege I have had to obtain an insight into your wisdom, knowledge and uncanny understanding. This has provided me with guidance for which I shall ever be grateful.

I hope you will never hesitate to call upon me for any job at any time or place where you think I could help.

Neggin,

Sincerely yours,

H. Lynn Edwards

RECORDED - 143

67-1710841 - 257 Searched Numbered 53 1 SEP 19 1958

3/20

S SEP 24 1958

41,

SEP 17 1958

# Office Memorandum · UNITED STATES GOVERNMENT

MR. MOHR

FROM :

SUBJECT:

ANNUAL LEAVE REQUEST

A. L. Electores.

Attached is a n annual leave request for two days. of annual leave (Friday, 11/28, and Monday, 12/1/58), for which I am respectfully requesting approval for the purpose of taking my family out of town over the Thanksgiving holiday. Approval of this will not interfere with my current inspection assignment as I have arranged for adequate coverage.

**(2)** 

Enclosure - letached in deave 11/25

HLE: jlj 1/24/58. Whit

RECORDED - 131

4 110 1 1958

1



## UNITED STATES DEPARTMENT OF JUSTICE

#### FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to File No. Washington 25, D. C.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

REI SA H. Lynn Edwards
(Type or print plainly)

Dear Sire

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Constance M. Edwards/Living, to	Relationship Primina wife	9 Oct., 1958
Address		
The following person is designated as my beneficiary of agents killed in the line of duty.	liciary under the Chas. S. Ross Fund ;	providing \$1500 death benefit to
Name Sam as above	Relationship	Date
Address		
RECORDAY 131958	Wery traly yours,  Mynn  Santal Santal	Edward

# Office Memorandum . UNITED STATES GOVERNMENT

	TO	:	M	R.	TOLSO	n	DATE:	10/23/	58
	FROM	:		E.	0	<b>)</b> 			Belmont
	SUBJECT	r:				OF INSPECTION WRITE-U INSPECTION	JP	201	Touter
3						Madrid, Spain In:	sp.		Tele. Room Holloman Gandy
1	con	cernin	g delay	in i	handlin	s made to the attached pinking the responsibility of SAC	Teague, Mi	ami,	W. C. Sullivan
i	out	"the fi	ndings	of t	the Ins	ection of Madrid. The slip pector was sent to Mr. Qui	nn Tamm of	the Trai	ining
3	the	Traini	ng and	Ins	pection	October 14, 1958, for an an Division was out of town o	on a speech a	nd retui	rned :
18116						e Director has made inquiry delay?"	y as to "What	has Ma	done's
1/2			TÌ	je c	riginal	l write-up and attachments	, as submitte	d to me	for my
3	on i	n the	Domest	ic I	ntellig	nvestigative matter involve ence Division inspection by	Inspector Ed	wards o	n August 19,
1	Sept	tember	r <b>'9</b> , 195	8,	for an	ked by letter emanating from explanation of his handling	of this matte	er. The	write-up
<i>''</i>	Octo	ober 8	, 1958 a	and	was re	material mentioned above feeceived by me on October 1	4. A respons	se to the	<b>e</b> b7c
- I	Mr.	Malo	ne did l	leav	vie the d	orepared by Mr. Malone on city and did not return until	l late on the r	night of	the 16th.
• 1	<sup>1</sup> tive	write	-up and	dio f	d hold	ns in Mr. Malone's commo such revisions until he ret	urned. The v	vrite-up	was
	bety	ween L	nspecto	r H	. LXE	on October 17. It was the s Edwards and Inspector Malo	one on <u>Octobe</u>	r 19. A	usa :
<u>.</u>	res	ult of	late	e on	the af	the write-up was returned t ternoon of October 20 at w	hich time I di	scus <b>s</b> ec	i with
	wri	te-up	this ; was aga	pro lin	posed revised	change in inspection proceed d and returned to Inspector	Edwards on	October	22.
		t	In	wou	ld like	to point out that at no time	67-37874	Non R	me that
	It d	id not	appear	to :	me to	nor was I alerted that this herequire expeditious attention	n becar so of	the fac	that it had
ı	الب			10	30	August 19.	11	Q: (958 x	i In.
	, KE	COMM	ENDAT	الاد	n: مر	one - informative.	sary		العميم
•	23	<b>Ups</b>	40	به	منه	make a matt	uch	A) E	K. 45
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an a suppose of Spatial State of Spatial			بف_	11	معط	itrously L	- *	ريبو يتشعب	3

Standard Form \$0.5 Part Rev. July 1957 Promulgated by U. S. Civil Service Commission—FPM—R-1	TION OF PERSONN	EL ACTION	,
I. NAME (LAST [CAPS]—First—Middle—Mr,—Miss—Mrs.)		2, DATE OF BIRTH	3. IDENTIFICATION (optional)
EDWARDS, H. LYNN (UR.)	1	5-14-15	09269
4. THIS IS AN OFFICIAL NOTICE OF THE PERSONNEL ACTIO			LOYMENT, GENERAL INFORMATION
\$. NATURE OF ACTION (standard terminology must be used)	4. EFFECTIVE DATE OF ACTION	7. CIVIL SERVICE OR OT	HER LEGAL AUTHORITY
PROMOTION	9-21-58	EXCEPTED BY	LAW
FROM— Inspector	8. POSITION TITLE AND NUMBER	To- Inspector	,
GS 16 \$14,430 per annum	9. SERIES, GRADE, SALARY	GS 17 \$15,375 1	er annum
1	IQ. NAME AND LOCATION OF OFFICE BY WHICH EMPLOYED	·	; · · · · · · · · · · · · · · · · · · ·
f	II. DUTY STATION		
Yes	12, APPORTIONED	Yes ,	Apportionment Waived
13. VETERAN PREFERENCE 14. TENURE GROUP	:	IS, POSITION OCCUPIED	IS IN THE:
No 5-pt. 10-pt. Disab. 10-pt. Other		Competitive Service	X Excepted Service
16. APPROPRIATION From: S. & E., FBI To: Same	17. PAYROLL DEDUCTI		18. DATE OF APPOINTMENT AFFIDAVITS (accessions only)
19. REMARKS:			
a. Subject to completion of I year probationary (	or trial) period commencin	······································	<del>ૻ૽ઌ૽ઌૹૼૼૼૼૼઌ૽</del> ૼ૽૽ૼૹઌઌ૽૽ૼૺઌ૿૽ૹઌ૿ૣૻઌ૽૽૽૽૿ઌ૿૽ૼૺૼૼૼૼૼૼૼઌ૽૽ૺઌ૽૽ઌ૽૽૽૽ઌ૽૽ઌ૽૽૽૽ઌ૽૽
b. Service counting toward career (or permanent) tend	ire from:	-	
Separations: Show reasons below, as required. Check, M.applicabl	c، Durf اليستسيا	ng probation d. Fr	om appointment of 6 months or less
Basis for this position is Pub approved 6-20-58.	lic Law 85-4	162, 85th Cong	ress,
		1	29
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29 001 1,5 1958	í		Work READ WALL
20. EMPLOYING DEPARTMENT OR AGENCY U. S. Department of Justice	-22, \$IGN/	ATURE (or other authentication	m) AND TITLE
Federal Bureau of Investigation	1.	Ee. 24	ľΟ,
21. OFFICE MAINTAINING OFFICIAL PERSONNEL FOLDER (# o !! o !! o !! o !! o !! o !! o !! o	igation (23. DATE:	Director	a mi
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Name: H. Lynn Edwards

Title: Inspector - Personnel Officer

Payroll #: 09269

Grade: GS 16, \$14,430

EOD: 2/10/41

Not on Probation

Nonveteran

#### Assistant Director Mohr:

Inspector Malone has requested a write-up on Mr. Edwards. Mr. Edwards is the Bureau's Personnel Officer and during the past year has spent a considerable amount of his time on special inspection assignments. Mr. Edwards makes an excellent personal appearance, has a fine personality, has a tremendous amount of ability and is not only well qualified to handle the duties of Personnel Officer and inspection assignments in the Bureau but has capabilities for handling additional executive work.

Rating: Excellent

INSPECTOR MALONE: Mr. H. L. Edwards, in addition to his assignment as Personnel Office; has been handling special inspection assignments. He is sincere, conscientious, and very capable. He has a capacity for turning out an abundance of work. He has a keen analytical mind and is a definite asset to the Bureau. He appears to be handling his assignments in an extremely competent manner.

## RECOMMENDATION:

None . . . informative.

67-NOT RECORDED-4

ADMINISTRATIVE DIVISION INSPECTION 8/19/58

JPM:DW

3 SET 25 1958

January 28, 1959

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

You are hereby designated Number One Man of the newly established Crime Records Division.

Your pending transfer to Mr. Tolson's Office is hereby canceled.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover Director

RECORDED - 150

67-/7/2 259 Scarched Numbered 7 9 JAN 29 1959

1 9 1- <u>Mr. 1</u>	DeLoach
Tolson 2 15 11 1 - Moves Bedradman clg Mohr (6) 40	ment Unit
Parsons #1	MAILED 19
Tomm Trotter	JAN 28 1959
ClaytonTele. Room	COMM-FBI

MAIL ROOM

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b6 b7C

ice Memorandum • UNITED STATES GOVERNMENT r. Neas December 15, 1958 M. K. Zopes THE INVESTIGATOR SUBJECT: CHRISTMAS, 1958, ISSUE The staff of The Investigator and the personnel of the Mechanical Section of the Administrative Division devoted considerable thought and effort to the Christmas. 1958. issue of The Investigator. The advance copy of this issue which is attached is a tribute to their endeavors. We feel that the cover of "The Nativity" painting is the finest we have ever had the privilege of publishing. The production of the cover scene represented cooperative work. of The Investigator, was responsible for the comprehensive survey of available material in the Mellon Art collection and the choice of this particular scene. In addition, Whyte coordinated and maintained liaison with the Mechanical Section during the reproduction. Inspector H. L&Edwards, through his liaison effort, obtained permission of the National Gallery of Art for use of this particular painting. The actual technical reproduction was accomplished through the b7c industrious and enthusiastic work combined with the technical skill of Mr. R. C. Renneberger and his personnel in the Mechanical Section of the Administrative Division. This particular task involved considerable research, assimilation of new techniques by these personnel and painstaking technical work. In the Mechanical Section, the following employees participated in this assignment: We are exceedingly proud of this particular issue. It represents success in the face of hard, tedious work and new accomplishment through coordinated and cooperative effort. We have received considerable favorable comments concerning the ncover. We do feel that this cover makes an excellent "Christmas gift item" for our employees and that it will become a personalized individual remembrance for our readers. RECORDED - 131 Numbered RECOMMENDATIONS: DEL 29-1458 1. That Managing Editor of The Investigator, be commended for his initiative, imagination, industry in planning and facilitating the cover layout of the Christmas issue of The Investigator. Enclosure MAJ: rwz, RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED 131 RECORDED (Recommendation #2 on next page)

Memorandum M. A. Jones to Mr. Nease

2. That Mr. R. C. Renneberger and the employees of the Mechanical Section of the Administrative Division be commended for their splendid enthusiasm and outstanding technical skill, in connection with the reproduction for the cover of this issue of The Investigator, and that this memo be forwarded to the Administrative Division for consideration of individual commendation.

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# Office Memorandum , UNIT

## STATES GOVERNMENT

August 15. 1958

TO	:	1
. •	•	_

MR. TOLSON

FROM

MR. Q. TAMM

SUBJECT:

REVISION OF INSPECTOR'S MANUAL

ISION OF INSPECTOR'S MANUAL

The Inspector's Manual as it now stands is designed to cover primarily field office inspections. However, it has been found to be of little value as it pertains to inspections at the Seat of Government and Offices of Legal Attaches. These latter two types of inspections differ so vastly from the field office type of inspection that it is believed consideration should be given to adding two sections to the Inspector's Manual covering these two types of inspections.

It is recommended that a committee made up of individuals with experience in Seat of Government inspections, together with some who are familiar with the functions of a Legal Attache's Office, make a study to determine the items to be considered as guides in handling this type of inspection.

If approved, it is recommended that the following be considered

#### RECOMMENDATION:

for the committee: H. B. Ferris, H. L. Edwards,	Fletcher, A. K. Bowles, N. L. and J. F. Malone.
JFM:wmj	
cc - Mr. Belmont (Attenti	on: Mr. Ferris)
	1/1/2/2/3
	67-0311-2702

THREE

8 DEC 2 1958

THOPKS

b6 b7C Office Memorandum . United states government

TO

MR. J. P.

FROM :

MR. TANK

SUBJECT:

DADMINISTRATIVE DIVISION

FIREARMS DELINQUENCIES

The following is a list of men in year Division who are delinquent in outdoor firearms.

Mehr, J. P. Mehr, J. P.

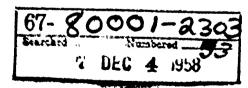
XCallahan, N. P. XIngram, E. J.

Every effort should be made to remove these delinquencies before December 12, 1958. Quantico should be notified at least one day in advance of anyone planning to attend a make-up session.

HKL:ehb(4)

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RECORDED - 149



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of MA IE E

#### H. LYNN EDWARDS

January 28, 1959

Mer

Mr. Tolson Mr. Belmont Mr. DeLoach

Mr. McGuire... Mr. Mohr..... Mr. Parsons... Mr. Rosen

Mr. Tamm Mr. Trotter Mr. W.C.Sul Tele. Room Mr. Holloman

Mr. John Edgar Hoover, Director Federal Bureau of Investigation Washington 25, D. C.

Dear Mr. Hoover:

I have just this moment received your letter canceling my pending transfer to Mr. Tolson's Office and designating me Number One Man of the newly established Crime Records Division.

Although I naturally regret that circumstances did not permit me to enrich my Bureau experience through a tour of duty under Mr. Tolson's personal guidance and direction, nevertheless, I am now as always completely at your service and most anxious to undertake any and every assignment you desire. I only hope I will be able to fulfill to the maximum whatever your expectations and special objectives might be. In this latter connection, I would deeply appreciate the opportunity of imposing on your valuable time for a few minutes at your convenience to receive any special advice and instructions you might wish to give.

I am anxiously looking forward to the challenge of this new responsibility. You may be assured I fully appreciate its magnitude and will spare no effort to try to contribute whatever talents and energies I possess toward the Bureau's progress.

Sincerely yours,

H. Lynn Edwards

07-17/084-266 Open 7

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Office Memorandum • UNITED STATES GOVERNMENT

o : Mr. Mohr

DATE: 1-28-59

FROM	;	W.	s.	TavelNSh
				U /

SUBJECT:

H. LYNN EDWARDS

Inspector

#1 Man, Crime Records Division (1-28-59)

Non-Veteran: Not in Reserve

Not on Probation

Belmont
Mohr
Nease
Parsons
Rosen
Tamm
Trotter
W.C. Sullivan
Tele. Room
Holloman
Gandy
DeLoach
McGuire
W.C. Sullivan

Toison

This is a brief, concise summary of Mr. Edwards' record for the Director's use. By letter dated 1-28-59 he was designated #1 Man of the newly established Crime Records Division. His pending transfer to Mr. Tolson's Office was canceled.

A review of his file reflects that he entered on duty on 2-10-41 as a Special Agent; was transferred to the Administrative Division on 6-2-43; was designated Inspector 12-31-57 and was promoted to grade GS-17, \$15,375 per annum on 9-21-58. He is 43 years old and is married with one child. He is presently conducting an inspection of the Investigative Division. He was last censured on 6-11-58 inasmuch as on 6-4-58 an error was detected in an outgoing communication he prepared and addressed to the Chairman of the Civil Service Commission. He was last commended on 6-18-58 for his splendid efforts which contributed so materially to the excellent planning and coordination of the FBIRA Picnic and Field Day held at Quantico on 6-14-58. On his 1958 annual performance report he was rated OUTSTANDING by Mr. Mohr.

On 9-16-58 the Director saw him and he thanked the Director for designating him to the position of Inspector in Mr. Tolson's Office. The Director commented that he made an excellent personal appearance, seemed to be highly enthusiastic about his new assignment and he was considered above average. The Director sent through a request for him to be promoted to GS-17.

His daily average overtime for July, 1958, 4-hours 24 minutes; August, 4 hours 49 minutes; September, 4 hours 33 minutes; October, 4 hours 34 minutes; November, 4 hours 46 minutes; December, 3 hours 21-minutes.

In February, 1958 he listed his offices of preference as Seat of Government, and Washington, D. C.

His brother, SA Frederick L. Edwards, is assigned to the Domestic Intelligence Division, is in grade GS-13, \$10,130 per annum and entered on duty on 11-17-47. On 3-31-58 he was rated EXCELLENT.

was a summer employee in 1958 and her services were satisfactory.

his satisfactory.

FDH/jas/

(2) ATTACHMENT (PERMANENT BRIEF)

FEB 4 1959 5

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REE D b6 b7c

January 30, 1959

#### MEMORANDUM FOR MR. TOLSON

Yesterday I saw Inspector H. Lynn/Edwards, who had been designated Number One Man of the Crime Records Division.

I discussed with Mr. Edwards generally his new assignment and the importance of the same from the point of view of developing contacts. exploring for new areas which can be properly and in a dignified manner portrayed through mediums of articles, et cetera, and the need for tight supervision of the personnel in the Crime Records Division.

I also discussed with Mr. Edwards his assignment as the representative of the FBI in the Criminal Law Section of the American Bar Association and my concern at our failure in the last several years of having proper impact upon the work of this Section of the American Bar Association.

I also discussed with Mr. Edwards the new committee which has been set up to improve public relations between the FBI and the public and to consider various ideas for over-all improvement in Bureau operations and the implementation of deas which may be found to be desirable and practical. While Mr. Edwards is not a member of this committee, being the Number One Man of the Crime Records Division, he will have, naturally, a material interest in the work of the committee.

Mr. Edwards makes an excellent personal appearance, seems to be intensely interested in his work, and I would rate him above average.

Very truly yours,

John Edgar Hoover

Director

McGuire . Mohr Parsons JEH: EDM (5) Trotter . w.C. Sullivan .... Tele. Room ....

Tolson Belmont -

DeLoach .

SENT FROM D. O. TIME

## February 10, 1959

PERSONAL

Dear Mr. Edwards:

May I offer my heartiest congratulations on the occasion of your Eighteenth Anniversary with the Federal Bureau of Investigation. I am ever cognizant that the over-all accomplishments of the Bureau stem in no small part from the dedicated efforts of its loyal employees, such as you, and I hope it will be possible for you to remain in the Bureau for many more years.

Sincerely,

J. Ed " Here's

Mr. H. Lynn Edwards
Federal Bureau of Investigation
Washington, D. C.

7 FEB 10 1959

JEH: edm (3)

SENT FROM D. O.
TIME GOUND
DATE 2-10-59
BY

FTG 19 1959 54

MAIL ROOM TELETYPE UNIT

Standard Form 513

CLINICAL RECORD	CONSULTATIO	N SHEET
	REQUEST	
To:	FROM: (Requesting word, unit, or activity)	DATE OF REQUEST
CHIEF OF ORTHOPEDICS	STAFF CLINIC	1-5-59
REASON FOR REQUEST (Complaints and findings)		
This Inspector, FBI appearat toe, this pain has been	red this date with a his present for the past for the past for the past for esent when he is stand	ew months and is gradu

PROVI:	IAMOIS	DIAC	SNOSIS								
	D•	U•	)Pain	in m	etatarsal-	phalangal	joint	of the	left	great	toe.
S/	R'S S	GNAT			APPROVED		OF CONSULT	TATION ON CALL		EMERGE!	
			1	CAPI	', MU, USIEO	NSULTATION REPO	RT .				

b6 b7C

13 Jan. 1959:

Pain in the metatarso-phalangeal joint of the left great toe for several months. It is present with walking and is relieved by rest. The pain has never occurred at night. The patient thinks he may have had an ingrown toenail. There is history of trauma to that toe 20 years ago, and the joint has hurt on several occassions since. It is now getting worse, and the past month has almost been continuous. There is no redness nor heat. There is no history of gout in the maily; no association with foods.

Examination reveals tenderness across MP joint of the great toe, left foot. X-ray shoe exostosis on both sides of joint. b6 b7C

Joint was injected with 1% Xylocaine and Hydrocortone with relief.

MC USN

	(Continued	d on reverse side)			٠,٠
IGNATURE AND TITLE	DATE	IDENTIFICATI	ION NO.	ORGANIZATION	乃大
ATIENT'S IDENTIFICATION (For typed middle; &	l or written entries give: Na rede: date: hospital or med CDD ATE: hospital or med	ame-last, first, lical (acility)	REGIST	ER NO.	WARD NO.
67-NO1 10.	EDEDI AGENT	₹DI	<u> </u>		ONSULTATION SHEET
FFD A	418				Standard Form 51

#### H. LYNN EDWARDS

Mr. Trotter Mr. W.C.Sullivan Tele. Room Mr. Holloman Miss Gandy...

Mr. Toison Mr. Belmont

February 10, 1959

Mr. John Edgar Hoover Director Federal Bureau of Investigation Washington, D. C.

Dear Mr. Hoover:

Thank you ever so much for your note received the very first thing this morning congratulating me on my Eighteenth Anniversary with the Bureau.

Such thoughtfulness and consideration so constantly characteristic of you spur me to an even greater desire to contribute whatever talents and energy I might have toward making the FBI the kind of institution your own ideals and example would make so plain.

Respectfully,

hyzu Edwards
H. Lynn Edwards

3 FAB 13 1959

March 4, 1050

PERSONAL

Jir. H. Lynn/Edward: Federal Dureau of Investigation Washington, D. C.

Dear Mr. Edwards:

I have roud with intense interest your comprehensive report covering your attendance at the mid-year meeting of the American Bar Apportation in Chicago.

It is apparent from the contents of your report that you were continuously alert to matters of interest to the Bureau and aggressively pursued them to insure that I was kept informed of all eignifleant developments. This was a difficult assignment which you handled very capably. Thanks for your very commendable performance.

MAILED 30 내지 4-1959 COMM-F31

Sincerely yours,

Je Edgar Henvar

1 - Mr. DeLoach (Personal Attention)

Based on memo DeLoach to Tolson dated 2-26-59, HLE:sak.

MAIL ROOM TELETYPE UNIT

## RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

Date

I certify that I have received the following Government property for official use: 1944419AV

> Colt Detective Special Revolver #573933 Holster, adapter, and shroud for above

3-M

## READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

Very truly yours,

(Written Signature)

H. Lynn Edwards

(Typed

ffice Memorandum · UNITED STATES GOVERNMENT DIRECTOR DATE: 1/27/59 Clyde Tolson // SUBJECT: In view of the resignation of Mr. Nease, Inspector in Charge of the Records and Communications Division, I would like to recommend the following organizational setup: That Mr. McGuire be designated as Inspector in Charge of the Records and Communications Division and that there be assigned to this Division the Records Branch, the Communications Section and the Reading Room. I would suggest that Frank W. Waikart, Supervisor in Charge of the Records Branch, be designated as Mr. McGuire's Number One Man. The establishment of a new division to be designated. as the Crime Records Division / Under this Division would be assigned the present Crime Records Section of which Mr. Jones is the head, including Tours, and the other work assigned to the present Records and Communications Division other than the Records Branch, Reading Room and Communications Section. I recommend that Mr. DeLoach be designated as Inspector, in Charge of the Crime Records Division, that Inspector H. Lyppeddwards be designated as Number One Man to Mr. DeLoach, with Mr. Wick as Number Two Man. I think it will be necessary to assign another representative to the Fifth Floor to handle public and press inquiries but this can be worked out later. There is attached an assignment chart of the present Records and Communications Division. 19 59 Enclosure



APR 17 1959

WESTERN UNION

Mr. Tolsoo
Mr. Belme
Mr. DeLoe
Mr. McGu
Mr. Mohr
Mr. Parsons
Mr. Rosem
Mr. Tamun
Mr. Trotter
Mr. W.C.Sallivan
Tele. Room
Mr. Helloman
Miss Gandy

0

BI WUCO13 PD

FAX BATON ROUGE LA APR 17 1959 220PMC

HONORABLE H LYNN-EDWARDS, INSPECTOR

FEDERAL BUREAU OF INVESTIGATION

LOUISIANA OIL INDUSTRY ARRANGING AIR TOUR AROUND MOUTH

MISSISSIPPI RIVER AND ADJACENT OFFSHORE OPERATIONS FOR

ATTORNEYS GENERAL AND SPECIAL GUESTS ONLY WEDNESDAY,

MAY SIXTH. PLEASE ADVISE ACCEPTANCE RETURN TELEGRAM

JACK P F GREMILLION ATTORNEY GENERAL

Searched

ELEGRAM 171 084-266
Searched — Number 1
APR 22

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# Office Memorandum · United States Government

	•			
	то :	Mr. Tolson	DATE:	February 26, 1959
			· · · \	O Belmont
	FROM :	C. D. DeLoach	f ,	No Guite
/	(	$\gamma$		Parsons
. •	SUBJECT:	AMERICAN BAR ASSOCIAT	ION (ABA)	Tamm
		MID-YEAR MEETING, CHI	CAGO	i de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la constante de la consta
4		2/20-24/59		Tole. Room
1				Gandy
3	SYNOPSIS:			المحادث المحادث
アッ		This is synopsis of America	n Bar Association	(ABA) Mid-Year
Z/	Meeting attend	led by H. L. Edwards at Edg	ewater Beach Hote.	other members of
٠,		also there 2/21-24/59 plus	approximately 100	Office members of
, ,	ABA.	.99		
١	1. \ COMMITT	EE ON COMMUNIST TACTION	S, STRATEGY AN	D OBJECTIVES:
. •	. 30	House of Delegates passed t	his Committee's re	eport which was mgn-
#	Light of meeting	ng and subject of much public ions primarily designed to pi	nnoint meeded corre	effive and strengthening
3 / 3 /	/recommendati	Congress to eliminate obstac	cles to preservation	of internal security
	momilling from	o numerous recent II. S. Sun	reme Court decisio	ns. Attorney
	YOU TA	wig Miggouri) spearheaded	the attack and succ	eeded the mrst tary the
シ	Treport came	m in having report tabled for	one day to give de.	legates opportunity w
	Catudo It	made additional commen	t picked up by news	services that he ata
	not consider	eport "worthy" of ABA. Wh	en report was agai	n prought up next day
	(2/24/59) all	recommendations were passe y not affecting substance. E	ed with only minor. Howt to postpone fo	rther consideration b6
	as memoral until	I American Bar meeting in A	ugust was overwhe	Iminata derestore
	Jor repur, unu	ng the delegates whose floor	speeches did much	to deteat the company
- {	10	of California!		LOTHA TO ATTO
الما	of Michigan I	aw Professor Oppenheim to	rmerly taught Mr.	Nichols); Committee
	(The Vermon)	did exce	Hent ion of Dresent	Illa Laborr in trompe or
	Delegates. M	Ar: Nichols, a member of the	e Committee, was	ore of report. We is
	convention pl	anning and carrying out strat successful outcome. Repor	egy w maure passo	plimentary of FBI and
	Dimanton . De	wart proviously analyzed by	nomestic intentrei	ICG DIATOTOTI MITA
	Changes were	incorporated in final draft t	hrough Mr. Nichols	s' efforts. Oppy of
			rv'	V
410	ICLOSUM	1 1947	· . ~ '70	1 K2
\ <u>!```</u>	Enclosures	R	FRED 911-1.	13/14-1150
1	1 - Mr. Beln	nont	/	ر مانسین بر د
	1 - Mr. Moh		10 MAR 17	' 1959
\	1- Mr. Rose	M		\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \
*		m(Attention: Mr. Dalbey)		The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s
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*	1 - Mr. Edw		1)	
,	3) ( WY . T. mak. (2)	AC 5.7 MAR 24 1959		

2-26-59

	2.	OMINATION OF NEW ABA PRESIDENT AND PRESIDENT-ELECT:	b6
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		was naminated for	_
	Inne	was nominated for	
	200	ion of President, and Whitney North Seymour, Sr., New York, for newly creation of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float which will be a serious of President Float will be a serious of President Float will be a serious of President Float will be a serious of President Float white Float will be a serious of President Float will be a serious of President Float will be a serious of President Float will be a serious of President Float will be a serious of President Float will be a serious of President Float will be a serious of President Float will be a serious of President Float will be a serious of President Float will be a serious of President	ifea
		ion of President-Elect which position becomes President a year later. The the	urd
	COII	ender for presidency, John C. Satterfield of Jackson, Mississippi, was not	سننك
	HOH	nated. Election will be at Annual Meeting in August. No derogatory informat	ion
		reau files regarding who has been member of Bar since 1923 and below	
	I to n	merous organizations. Customary letter congratulating on nomination	n
	atta	hed for approval. This is to mews.	
		<i>X</i> .	
		Seymour is subject of much questionable information in Bureau files	3,
I	sum	naries of which were sent to Attorney General $9/20/56$ and $1/26/59$ calling his	3
I	<b>}</b> atte	tion to fact Seymour seeking presidency. Bureau files reflect numerous	
l	que	ionable affiliations of Seymour who was formerly Assistant Solicitor General.	
	Incl	ded are Civil Rights Committee of New York State Bar Association; American	
1	Rus	ian Institute for Cultural Relations with Soviet Union; National Lawyers Guild,	
1	193	Russian War Relief; American-Russian Chamber of Commerce, 1937; Ameri	ican
١	Civ	Liberties Union's Special Committee on Conscientious Objectors; ABA Comm	ittee
I	to I	vestigate Congressional Investigations and their Impact on U. S. Life, 1953	
١	<b>Y</b> sut	idized by Fund for Republic); Chairman of Special Committee on Wire Tapping	<b>y</b>
١	and	Savesdropping of the New York City Bar which recommended tighter court ord	) Or
1	ruli	gs on wire tapping; currently Chairman of Board of Trustees of Carnegie	C.
1	End	wment for International Peace; suggested as possible attorney to handle appear	1
1	of 1	members of Communist Party National Board, 1950. Edwards observed at	•
H	AR	meeting that Seymour in lobby patted on back and commented "nice wo	-1-11
	afte	had Committee report tabled first day.	rk.
	alle	ind Committee report tabled first day.	بذمانيا
114	13.	EDERAL JUDICIARY: Philadelphia.	
	inda	sylvania, gave complimentary report on progress in breaking log jam of	b7C
		ship appointments; indicated his Committee has been working closely with	
	ALLO	ney General and Deputy Attorney General Walsh in reporting on qualifications	
		adidates. These reports supplement Bureau investigative reports and have	
		ted in 16 cases where findings indicated candidate not qualifiedstated	
	that	of 20 judgeship nominations sent through by President during 1958 and thus far	,
	in I	59, at least 15 were reported by Committee as well or exceptionally well-	
	qual	ied. He stated Judge Walsh assured him 7 more appointments would go throu	gh
		or 26/59. (This information telephoned to Bureau by Edwards particularly to	
		Investigative Division.) Judge Walsh took the floor and thanked the Committe	e
	and	BA for favorable comments and assistance upon these appointments.	

4. SPECIAL COMMITTEE ON ATOMIC ATTACK: Recommended state legislatures adopt provisions to insure continuity of civilian government and civilian law and order to avoid martial law in case of atomic attack; stated U. S. Supreme Court already has good provision but Circuit Courts of Appeal and District Court have not yet perfected theirs.

	5. SECTION ON CRIMINAL LAW: Nothing pertinent reported for House of Delegates
	5. SECTION ON CRIMINAL LAW: Nothing per thient reported have Section 2/23/59.  action. Edwards was guest at meeting of Council of Criminal Law Section 2/23/59.  Action. Edwards was guest at meeting of Council of Criminal Law Section 2/23/59.
١	action. Edwards was guest at meeting of Council of Camana and decision made to include
	1 A do for Annual ADA Maeting in August Uiscussed and document
١,	
1	Bureau of Prisons, who did not attend the Mid-Teal models of this country
,	in advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study of capital pullishment and advocating a study
1	Council Concluded no
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1	Racketeering and organized crime was considered a debitation on how this item would for Miami agenda. The Council did not firm up any specifics on how this item would for Miami agenda. The Council did not firm up any specifics on how this item would for Miami agenda. The Council did not firm up any specifics on how this item would for Miami agenda.
1	
•	to see what he has in mind. Council will try to follow this very closely to see what he has in mind. Council will try to
	Total Tunion Bon Association before main ABA meeting
٠.	combine its Miami Luncheon with Junior Bar Association better the speaker as guest.  [begins to try to attract recruits. They plan to have prominent speaker as guest.  [begins to try to attract recruits.]
ار	mentioned Director as possibility but realizes Director's commitments,
/ <b>1</b>	I I I I I I I I I I I I I I I I I I I
,	charters of time and his appearance at last annual meeting would prevent unique
	shortage of time and his appearance at that annual infecting would be the
1	shortage of time and his appearance at fast annual meeting would be appearance of time and his appearance at fast annual meeting would be appearance of time and his appearance of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the stat
100	6. MISCELLANEOUS: (a) ABA President Ross L. Malone askentedwards to extend
12	6. MISCELLANEOUS: (a) ARA President Ross L. Malone askeutedwards to extend best wishes to Director whom he respects lighly. Proposed letter to Malone attached
12	6. MISCELLANEOUS: (a) ARA President Ross L. Malone askey Edwards to extend best wishes to Director whom he respects lighly. Proposed letter to Malone attached for approval. (b & c) Numerous other individuals expressed to Edwards highest both light by the large of Miami. Florida, and both light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light
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12	6. MISCELLANEOUS: (a) ARA President Ross L. Malone askey Edwards to extend best wishes to Director whom he respects lighly. Proposed letter to Malone attached for approval. (b & c) Numerous other individuals expressed to Edwards highest both light by the large of Miami. Florida, and both light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light light
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	(g) ABA will hold regional meeting Pittsburgh, Pennsylvania, 3/11-13/59 which Edwards feels he should attend to further his acquaintances and become more familiar with ABA in advance of Annual Meeting in Miami advised Edwards he is on speaking program in Pittsburgh on subject organized crime. Some of officers of Criminal Law Section will attend Pittsburgh meeting. Recommendation for Edwards' attendance follows. (h) Annual Meeting scheduled for 8/24-28/59 at Miami Beach and several thousand ABA members expected. Edwards feels Bureau representation at this meeting should include Special Agent who has attended some prior ABA meetings. Impossible for one man to enectively maintain liaison at Annual Meetings because so many different activities of interest are going on simultaneously and more than one individual is required to keep abreast of all activities and promptly report on matters of interest. Recommendation for the approval of to assist Edwards at Miami being made below.  7. MODITIONAL COMMENTS: While in Chicago, Edwards held a test seminar with approximately 270 Agents and Supervisors of the Chicago Office; personally met news commentator Paul Harvey, his wife and son; and telephoned
	Senarate memoranda submitted on these matters.
,	Also Edwards met Herbert L. Wiltsee, Permanent Secretary of the National Association of Attorneys General, and laid the ground work for the Committee meeting in Washington, 2/25/59 which is working on the agenda for the forthcoming Annual Meeting at New Orleans in May, 1959. Separate memorandum being submitted.
	Separate memorandum also submitted to report on information regarding Annual Bar Foundation (ABF) survey of criminal justice which has completed its pilot study covering Michigan, Kansas and Wisconsin, prepared 7 volume report but made no analysis, conclusions or recommendations. Edwards pf Madison, Wisconsin, has received approval of ABF to obtain additional grant of \$103,000 from Ford Foundation to analyze this report and make appropriate conclusions. Separate memorandum being submitted.
	RECOMMENDATIONS:  (1) That the attached letters to the newly nominated President  SAC Contact Irwin S. Rhodes and current President Ross L.  Malone be approved.
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(2) That approval be given for Edwards to attend the ABA regional meeting at Pittsburgh, Pennsylvania, 3/11-13/59.

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(3) That approval be given for Hoxie to assist Edwards at the Annual ABA Meeting at Miami Beach 8/24-28/59.

ADDENDUM, CDD: FML, 2/27/58:

In view of the foregoing excellent report and the very obvious initial aggressive action which Edwards took in this, his first American Bar Association assignment,

I believe he should be commended by letter from the Director.

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CK.2/27

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DeLoach memo to Tolson Re: American Bar Association

#### DETAILS

H. L. Edwards attended the American Bar Association (ABA) Mid-Year Meeting at the Edgewater Beach Hotel, Chicago, 2/20-24/59. No other Bureau representative attended, but L. B. Nichols was there from 2/21 through the afternoon of 2-24-59. Approximately 700 members of the ABA attended. A summary of the highlights of this meeting follows:

## 1. COMMITTEE ON COMMUNIST TACTICS, STRATEGY AND OBJECTIVES:

The report of this Committee and passage of its five recommendations constituted the highlight of the meeting and was the subject of

much newspaper, radio and television publicity. The report was presented to
the House of Delegates on
2/23/59. hardly finished his introductory comments and was in the act
of moving passage of the first recommendation when a "bombshell" was thrown
into the proceedings by delegate (St. Louis, Missouri) taking
the floor and moving that further consideration of the report be tabled until
10:00 a.m. the next day to give everyone of the 270 delegates an opportunity to b7c
study the 50-page report. This motion easily carried and would not have put
in such a bad light if it had not been for his making the independent
additional voluntary comment that he, personally, was not in favor of the report
and did not consider it "worthy" of the American Bar Association. He did not
amplify this statement but it was picked up by news commentators and played up
considerably. Consideration of the Committee report was resumed the next
morning when the House of Delegates convened at 10:00 a.m. After about two
hours of miscellaneous debate of amendments, the five Committee recommendations
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DeLoach memo to Tolson
Re: American Bar Association

U. S. Supreme Court but he thinks the time has come when the Bar should lead in rightful criticism of it. Professor S. Chesterfield Oppenheim, University of Michigan Law School (a close friend of Mr. Nichols and his former professor), stated he wanted to speak as a man who has taught law 31 years; that school law reviews are recognized as justifiable critics of the court and so much more so should the elder statesmen and lawyers of the ABA have that prerogative and duty.

of Chicago raised a question on recommendation (c) of the 4th recommendation (recommending legislation to eliminate obstacles to the preservation of our internal security by establishing the right of each branch of Government to require as a condition of employment that each employee thereof shall not refuse to answer a query before a duly constituted committee of the Congress or before duly authorized officers of either the Executive or Judicial Branches of the Government with respect to communists, communist front or other subversive activities or any other matter bearing upon his loyalty to the United States, as the Government has a right to know his record) as to whether it was proper for the5th amendment to be excepted on this situation. He stated that in his opinion the FBI and other investigative agencies should be able to determine the answer to this question in its applicant investigations without requiring "a man to convict himself out of his own mouth." He cited a book on the 5th amendment by Griswold of Harvard claiming that Griswold contended the 5th amendment was designed to protect all citizens. made a moving reply to Sears by stating that he and his colleagues have never accepted Griswold's book as the bible on the 5th amendment; that it is about time the American people realize that the "majority" have some civil rights and that the 5th amendment was never intended to be a cloak for perjury. Here again Committee's support and was applauded when he stated that the real question in this issue is "do subversives have the right to work for you and me as taxpayers": and "have we come to the point where we have to let spies work for the Government?"

The Committee report was previously reviewed in the Domestic Intelligence Division and the conclusion reached that after listing and briefly commenting upon 24 controversial decisions of the Supreme Court in the security field, the report goes into a documented analysis of the menace of communism; the Director is quoted frequently, primarily from "Masters of Deceit"; that only by alertness and dedication can the organized Bar and each of its members perform their duty against communism; that the danger and menace of communism are worse than ever and precious time is running out. You commented, "This looks like an excellent report." (See Baumgardner to Belmont memo 2-17-59)

DeLoach memo to Tolson Re: American Bar Association

Mr. Nichols, a member of the Committee, was tied up during most of the convention planning and carrying out strategy to insure passage of this report. He is rightly very proud of the successful outcome. The report is extremely complimentary of the FBI and the Director.

## 2. NOMINATION OF NEW ABA PRESIDENT AND PRESIDENT-ELECT:

ABA President Ross L. Malone (Roswell, New Mexico) concludes his term of office at the adjournment of the Annual Meeting in August, 1959. The Mid-Year Meeting nominated John D. Randall of Cedar Rapids, Iowa, for President and Whitney North Seymour, Sr., for the newly created position of President-Elect, who becomes President a year later.

Although there was not any indication of any "fireworks" connected with these nominations, there was plenty of evidence at the Mid-Year Meeting of an active political campaign on behalf of Seymour. Both Seymour and his wife were "politicing" every minute of the time and numerous individuals volunteered the comment to Edwards that Seymour is known to have quite a record of liberal affiliations, but everyone seemed to be unanimous in saying that he was a "very friendly fellow." There was little evidence of open campaigning on the part of John D. Randall and little seemed to be known about him. A third candidate for President, John C. Satterfield of Jackson, Mississippi, had his entire 5-member law firm and their wives at the meeting to campaign for him. He seemed to be highly thought of, reputed to be a conservative, forthright, high-type individual and many were surprised that he did not defeat Seymour for the President-Elect spot. Satterfield has a former Agent (Dan H. Shell) in his firm.

On 1/26/59 the Bureau sent a letter to the Attorney General calling his attention to the fact that Seymour was seeking presidency of the ABA and supplying the Attorney General with some additional questionable information in its files to supplement a similar type of information given the Attorney General under date of 9/20/56. The Bureau's files reflect numerous questionable affiliations on the part of Seymour who was formerly Assistant Solicitor General. Included are Chairman of the Civil Rights Committee of the New York State Bar Association; American Russian Institute for Cultural Relations with the Soviet Union, 1936-38; National Lawyers Guild, 1937; Russian War Relief, 1941-42; member of the Board of Directors of the American-Russian Chamber of Commerce, 1937; member of a special committee on Conscientious Objectors formed by the American Civil Liberties Union, 1940; suggested as possible attorney to handle the appeal of the 11 members of the Communist Party National Board before the Supreme Court, 1950; on the mailing list for a Hungarian Legation publication, 1951; Chairman of the ABA Committee to Investigate Congressional Investigations and their Impact on United States Life, 1953 (this Committee was granted money by Fund for the Republic for this study). According to "New York Herald Tribune" of 1/20/58, Seymour was

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Chairman of a Special Committee on Wire Tapping and Eavesdropping of the New York City Bar which recommended tighter court order rulings on wire tapping. The 1/15/59 issue of "American Bar News" reported he is the new Chairman of the Board of Trustees of the Carnegie Endowment for International Peace. In the lobby after successful motion to table consideration of the Communist Tactics Report for one day, Seymour was observed patting on the back and telling him "nice work." Edwards ascertained this had also been observed by some others who commented "it could well cost Seymour the election."

Bureau files contain no derogatory information regarding Randall and Satterfield. Randall has been a member of the Bar since 1923 and practices law in Cedar Rapids, Iowa. He is a member of numerous organizations. Satterfield has practiced law in Jackson, Mississippi, since 1929 and also has been active in numerous Bar Association activities and other organizations.

The election will be held at the Annual Meeting in August by the House of Delegates.

#### 3. FEDERAL JUDICIARY:

Bernard G. Segal, Chairman of this Committee (Philadelphia, Pennsylvania), reported that much progress has been made in working out an excellent liaison with the Attorney General and Deputy Attorney General Walsh for making greater use than ever before of the Committee's reports on qualifications of candidates for lifetime judgeship appointments. He stated these supplement the investigative reports of the FBI and have resulted in 16 cases where the Committee reported that individuals under consideration were not qualified. In many other cases the Committee reports supplemented by investigative reports have enabled the selection of better qualified candidates. He said one of the big benefits has been that the specific findings of the Committee on unqualified candidates have given the Senators confidence in the Committee's work when the Senators can go back to the sources and confirm the lack of qualifications reported.

Segal stated that the log jam of judicial appointments has definitely been broken and that Judge Walsh had assured him that seven more appointments would go through 2/25 or 26/59. Of 20 judgeship nominations sent through by the President in 1958 and thus far in 1959 at least 15 were reported by the Committee as being well qualified or exceptionally well qualified.

2-26-59

Following Segal's report, Judge Walsh took the floor and thanked the Committee and the ABA for its favorable comments and its assistance upon these judicial appointments.

4. SPECIAL COMMITTEE ON ATOMIC ATTACK:	
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5. SECTION ON CRIMINAL LAW:	
(Washington, D. C.) had nothing pertinent to report for House of Delegates action at the Mid-Year Meeting. The Section filed a report indicating it is creating a new committee to study the question of capital punishment and is actively engaged in efforts to find an acceptable solution to the problem of providing defense counsel for indigent persons accused of crime.  Edwards attended the meeting of the Council of the Criminal Law Section as a guest of L. B. Nichols, Monday night, 2/23/59. The meeting was devoted to discussing an agenda for the Annual ABA Meeting in Miami.  of the Bureau of Prisons did not attend the Mid-Year Meeting, but	
attended. Discussion for the Miami	
agenda centered around (1) capital punishment; (2) reporting crime statistics; and (3) racketeering activity (including organized crime, unions, efforts of unions to infiltrate into law enforcement such as occurred in New York and Memphis).	
Regarding capital punishment, it was apparent that this	7
appeared to be carrying the ball Fortunately	
Mr. Nichols and other members of the Council were able to prevail and persuade the Council that nothing is to be gained by making any study of capital punishment	
ninichmant and the could not improved incomit. The Council anded in with the	<b>3</b> b6 b7c
it would be merely a token presentation of the subject confined largely to the study. The Council feltat best the value of having it on the program would	b7D
be as an "attention getter."	

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DeLoach memo to Toison 2/26/59 Re: American Bar Association (d) Edwards is recommending a letter of appreciation for his assistance at the meeting with a copy to SAC Mason. b7C b7D (e) Henry R. Luce, Editor in Chief of "Time," "Life," and "Fortune" Magazines, was the guest speaker at the Annual Banquet for Fellows of the American Bar Foundation which Edwards attended Saturday evening, 2/21/59. He spoke on "The Rule of Law." His speech was primarily pointed toward efforts to further the cause of world peace through adherence by Nations to settlement of disputes through legal means. Senator Hugh D. Scott, Jr., from Pennsylvania was a guest. (f) On Sunday, 2/22/59, Edwards attended the Annual Luncheon for Fellows of the American Bar Foundation The guest speaker was Senator Scott who made an inspiring talk on the need for b6 b7C thoroughly revising education in the schools in order to return to some of the real foundamentals with emphasis on history and good citizenship. He is an excellent speaker. He was kidded about the fact that he was born and educated in Virginia but elected Senator in Pennsylvania. b6 (g) The ABA will hold a regional meeting in Pittsburgh 3/11-13/59 which Edwards feels he should attend to further his acquaintances and become more familiar with ABA in advance of the Annual Meeting in Miami. advised Edwards he is on the speaking program in Pittsburgh on the subject of organized crime. Some of the officers of the Criminal Law Section will attend Pittsburgh meeting. Recommendation for Edwards attendance set forth. (h) The Annual Meeting is scheduled for 8/24-28/59 at Miami Beach and several thousand ABA members are expected. Edwards feels Bureau representation at this meeting should include Special Agent Supervisor who has attended some prior ABA meetings. It is impossible for one man to effectively maintain liaison at the Annual Meeting because so many different activities of interest are going on simultaneously and more than one individual is required to keep abreast of all activities and promptly report on matters of interest. Recommendation for the approval of Hoxie to assist Edwards at Miami being made. - 8 -

DeLoach memo to Tolson Re: American Bar Association

#### 7. ADDITIONAL COMMENTS:

While in Chicago, Edwards held a test seminar with approximately 270 Agents and Supervisors of the Chicago Office; personally met news commentator Separate Paul Harvey, his wife and son; and telephoned memoranda submitted on these matters.

Also, Edwards met Herbert L. Wiltsee, Permanent Secretary of the National Association of Attorneys General, and laid the ground work for the Committee meeting in Washington 2/25/59 which is working on the agenda for the forthcoming Annual Meeting at New Orleans in May, 1959.

Separate memorandum also submitted to report on information obtained regarding American Bar Foundation (ABF) survey of criminal justice which has completed its pilot study covering Michigan, Kansas and Wisconsin, prepared 7 volume report but made no analysis, conclusions or recommendations. of Madison. Wisconsin.

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Edwards learned that Law Professor has received approval of ABF to obtain additional grant of \$103,000 from Ford Foundation to analyze this report and make appropriate conclusions. Separate

memorandum being submitted.

SEE END OF SYNOPSIS FOR RECOMMENDATIONS



REPORT OF PERFORMANCE RATING

TICE WALLEY TO THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE

Name of Employee:	HOWARD LYNNE	DWARDS	
Where Assigned:	Cri me Records	Mr. DeLoach's O	
Official Position T	(Division) itle: Inspector	(Section, Un	
Rating Period: from	April 1, 1958	to March 31, 1	959
ADJECTIVE RATING		Γ t, Satisfactory, Unsatisfactory	Employee's Initials
	. D. DeLoach Signature	Assistant Director	4-16-59 Date
Reviewed by:	Highature	— Assistant Director	APR 21bal 959
Rating Approved by	Signature	Title	Date
94	TYPE OF R  (X) Official  (X) Annual	ten . L	3.67 Service



#### NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION.

UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR' WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

. (d) .

'eLoac.'

March " L 1

Lant Direct

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# PEFORMANCE RATING GUE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

N	HOWARD LYNN EDWARDS	Inspector	
		Rating Period: from 4/1/58 to 3/31/59	
-	RATING GUIDE AN	D CHECK-LIST	
No	ote: Only those items having pertinent bearing on employee's performance	should be rated. All employees in same salary grade should be compared,	
	Rate items as follows:  — Outstanding (exceeding excellent and deserving of special commendation		
	Excellent.	<i>P</i>	
	Satisfactory (good or very good).		
	Unsatisfactory.  No opportunity to appraise performance during rating period.		
_	side for determining adjective rating:		
	"Outstanding" adjective rating requires (A) that all rated elements be "+" and (	B) that each and every rated element be factually justified by narrative detail on	
2,	reverse of Form FD-185. "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upor mechanical formulas; however, for an employee to be rated "Excellent" he must guide and check-list and must be rated "Excellent" or "Outstanding" on the madjective rating is reasonable in the light of elements rated.  A Any element rated "Unsatisfactory" must be supported by narrative commen B. An "official" adjective rating of "Unsatisfactory" must comply with the requi	n the composite result of evaluating all rated elements rather than following any not be rated unsatisfactory on any performance evaluation factors on the rating ajority of such rating factors. Good sudgment must be exercised to insure that	
크	(1) Personal appearance,	+ (17) Firearms ability.	
_	(2) Personality and effectiveness of his personal contacts.	(18) Development of informants and sources of information,	
_	(3) Attitude (including dependability, cooperativeness, loyalty,	19) Reporting ability:	
	enthusiasm, amenability and willingness to equitably share work load).	(a) Investigative reports	
1	(4) Physical fitness (including health, energy, stamina).	(b) Summary reports	
یے	(5) Resourcefulness and ingenuity.	(c) Memos, letters, wires	
ے	(6) Forcefulness and aggressiveness as required.	(Consider:conciseness;clarity;organization: thoroughness;accuracy;adequacy and perti-	
_	(7) Judgment including common sense, ability to arrive at proper	nency of leads;administrative detail)	
4	conclusions, ability to define objectives.	(20) Performance as a witness.	
	(8) Initiative and the taking of appropriate action on own responsibility.	(21) Executive ability: (a) Leadership	
4	(9) Planning ability and its application to the work.	(a) Leadership	
	(10) Accuracy and attention to pertinent detail,	(b) Ability to handle personnel	
_	(11) Industry, including energetic, consistent application to duties.	(c) Planning (d) Making decisions	
-,	(12) Productivity, including amount of acceptable work produced	[e] Assignment of work	
	and rate of progress on or completion of assignments. Also	(f) Training subordinates	
	consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.	(g) Devising procedures (h) Emotional stability	
Ŀ	(13) Knowledge of duties, instructions, rules and regulations, in-	(h) Emotional stability (i) Promoting high morale	
	cluding readiness of comprehension and "know how" of	(1) Cetting results	
_	application.	(22) Ability on raids and dangerous assignments:	
Ų	(14) Technical or mechanical skills,	(a) As leader (b) As participant	
بل.	2_ (15) Investigative ability and results:	(23) Organizational interest, such as making of suggestions for	
	(a) Internal security cases (b) Criminal or general investigative cases	improvement.	
	(c) Fugitive cases	(24) Ability to work under pressure.	
	(d) Applicant cases	(25) Miscellaneous. Specify and rate:	
	(e) Accounting cases	Dictation ability	
	2_ (16) Physical surveillance ability.		
A.	Specify general nature of assignment during most of rating period (such as a tor, etc.):	security, criminal, applicant squad, or as Resident Agent, supervisor, instruc-	
	Inspection assignment	gnments	
B.	Specify employee's most noteworthy special talents (such as investigator, desk Administrator	man, research, instructor, speaker):	
		Voc	
C,	(1) Is employee available for general assignment wherever needs of service require? Yes (1) answer is not "yes," explain in narrative comments.) (2) Is employee available for special assignment wherever needs of service require? Yes (1) answer is not "yes," explain in narrative comments.)		
D.	1. Has employee had an abnormal sick leave record during rating period? NO 2. Has employee used more sick leave during rating period than earned during such period? NO (If answer to either question is "Yes," explain in narrative comments.)		
E.	Is employee qualified to operate a motor vehicle incidental to his official duties? X Yes No If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use. (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.		
		5h-/	
	EXCELLENT		
	ADJECTIVE RATING: Outstanding, Excellent, Satisfactory, Unsatis	STACTORY EMPLOYEE'S INITIALS	
	and the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second s	•	

HOWARD LYNN EDWARDS INSPECTOR FRONT OFFICE CRIME RECORDS DIVISION

March 31, 1959

#### PART I - GENERAL COMMENTS

Inspector Edwards is very clean-cut, dresses very neatly and makes an above-average impression. His excellent appearance qualifies him most ideally for meeting and dealing with the public on a constant basis.

Mr. Edwards is completely new to the type of work he is currently handling, having reported to the Crime Records Division as No. 1 Man in February, 1959. He has accepted his responsibilities in an enthusiastic manner and is proving himself to be most adaptable to the duties performed by the Crime Records Division. He has an exemplary attitude which displays cooperativeness, loyalty, enthusiasm, while at the same time he is most amenable in carrying out instructions. He is willing to make personal sacrifices at any time in order to insure that the Bureau's responsibilities are properly discharged. Mr. Edwards is a hard worker who is willing to remain in the office at all hours of the day or night in order to handle his assignments.

Inspector Edwards was assigned by the Director in January, 1959, to handle liaison duties with the American Bar Association. He has accepted this responsibility with his usual enthusiasm and interest in doing an excellent job. The Director commended him on March 4, 1959, by letter, for his comprehensive report covering attendance at the mid-year meeting of the American Bar Association.

I have been very impressed with this man's performance to date in carrying out his new responsibilities and duties. He is a very decisive individual and insists on complete accuracy. Meticulousness to detail has been of considerable assistance in administering the work of this division. Mr. Edwards has yet to accomplish full benefits in his present assignment due to the newness of his job and the fact that he is not personally known to many of the Bureau's contacts in the newspaper and publishing field. He is, however, spending extra time over and above regularly assigned office hours in becoming familiar with these people and it is anticipated that his performance in this regard will increase considerably in the future.

nhV

During the rating period Mr. Edwards was censured on one occasion for an error in outgoing correspondence. He was commended on one occasion as indicated above in connection with his liaison assignment with the American Bar Association.

In summary, Mr. Edwards has completely lived up to his past performance as an excellent employee and I consider him to be a perfect balance, particularly in view of his experience in administrative matters in the field of work in which he is currently assigned.

His rating is EXCELLENT.

#### PART II - SPECIFIC COMMENTS

1. Justification for Any Minus Ratings Given

Not applicable.

2. Experience and Ability as Inspector's Aide

Inspector Edwards has performed most capably as a Bureau Inspector. He carried out a number of special assignments for the Director during the rating period and handled at least three full-time inspections of divisions at the Seat of Government.

3. Participation in Informant Programs

Not applicable.

4. Testifying Experience and Ability

Not applicable.

5. Disciplinary Action

It was necessary to direct one letter of censure during the rating period to Mr. Edwards having to do with an error in correspondence.

6. Accounting Information

Not applicable.

Mr

#### 7. Police Instruction

Mr. Edwards appeared before in-service seminars, seminars in the field, and does considerable lecturing as a part of his division responsibilities. He could perform most capably as a police instructor if ever called upon.

### 8. Sound Training

Not applicable.

## 9. Resident Agents

Not applicable.

#### 10. Foreign Language Ability

Not applicable.

## 11. Administrative Advancement

Is.Agent

(a) interested in

Yes

(b), completely available for Yes

(c) considered completely qualified at present for administrative advancement including experience, ability, personality, and appearance?

Yes

18UV

## RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

4-23-59

I certify that I have received the following Government property for official use:

Fifth Floor Master Key
RETURNED
Fourth Floor Master Key
Seventh Floor Master Key

Fifth Floor Key approved by Mr. Mohr

#### READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE 3-M PER JUB

Very truly yours,

White
H. Lynn Edwards

Special Agent

RECORT

#### PLAIN TEXT

TELEGRAM

URGENT

TO MR. JACK P. F REMILLION STATE ATTORNEY GENERAL BATON ROUGE, LOUISIANA

I ACCEPT WITH PLEASURE INVITATION YOUR WIRE OF

APRIL SEVENTEEN FOR AIR TOUR MAY SIX.

H. LYNN EDWARDS FEDERAL BUREAU OF INVESTIGATION

HLE:ejpa (3)

NOTE: The invitation referred to is a part of the agenda for the National Ascociation of Attorneys General annual meeting at New Orleans May 3-7-, and Edwards feels he should participate in this activity since he will be attending the annual meeting as a Bureau representative. Background on Louisiana Attorney General Gremillion favorable.

TEDERAL BUREAU OF INVESTIGATION U. S. DEPARTMENT OF JUSTICE INITIALED **COMMUNICATIONS SECTION** DIRECTOR'S W.C. Sullivan

Parsons Rosén

> MAIL ROOM [ TELETYPE UNIT

May 18, 1959

PERSONAL

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

I have been advised that the 10th Annual Mass and Communion Breakfast was an outstanding success due in no small part to the fact that you were Chairman of this affair.

Your efforts in behalf of this most worthwhile event are deeply appreciated as I feel that gatherings such as this play a great part in the over-all success of our organization. Please accept my sincere thanks for the splendid job you did.

Sincerely yours,

MAY 1 8 1959 COMM-FBI

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الماريخ

DeLoach
McGuire
Mohr,
Parsons
Rosen
Tamm
Trotter
W.C. Sullivan

NOTE: See DeLoach to Tolson memo dated 5-18 59 and captioned "FBI 10th Annual Mass and Communion Breakfast, May 17, 1959." DGH:mlw

DGH:mlw (5) 744

MAIL HOOM TELETIPE UNIT

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# RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

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I certify that I have received the following Government property for official use:
returned

HANDBOOK for PERSONNEL ASSISTANTS and COUNSELORS #20

## READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written Signature)

Troed H. Lynn Edwards

# RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

1-29-59	

I certify that I have/received the following Government property for official use:
returned

Position Classification Manual #76

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3.M
DER OLA

### READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ONIT OR MUTILATE IT IN

YWY! RECORDERD

2 MAY 4 1959

Very truly yours,

(Written C

(Typed H. Lynn Edwards

STANDARD FORM NO. 64

#### ffice Memorandum UNITED STATES GOVERNMENT

DIRECTOR, FBI BOSTON

SUBJECT: INSPECTOR H. LYNN

VISIT TO BOSTON DIVISION

DATE: May 22

Mr. Holloman. Miss Gandy.

Tolson

On May 18, 1959 Inspector H. LYNN EDWARDS of the Bureau held a seminar on problems confronting the Bureau and publicrelations matters with investigative and key clerical employees of the Boston Division.

Inspector Edwards was most welcome and I feel strongly his discussion with all of us served a very useful and beneficial purpose.

Through SAC Letters and other Bureau correspondence, as well as by taking advantage of the information brought back by agents returning from In-Service, I have made every effort to keep the employees in this division abreast of the various problems confronting the Bureau. It is much more impressive and effective, however, to have these matters presented personally by a Bureau official and Mr. Edwards served this purpose admirably.

Inspector Edwards' thorough familiarity with his subject matter and his sincere, appealing manner of presentation made his appearance most effective. His ability to provide specific details and to respond to the questions presented by the employees made the seminar very enlightening. I feel that as a result of this discussion all of us have a more clear understanding of the Bureau's problems and a need to be alert to doing our best at all times to avoid giving any basis for criticism of our activities.

On behalf of all of us, I want to express our appreciation for making Inspector Edwards available with his interesting, informative and effective discussion.

During his visit to Boston Inspector Edwards had the opportunity to meet some individuals in the newspaper, radio and television field and to discuss various items of mutual The Inspector made an exceptionally fine impression during these contacts and Infeel these visits were mutually beneficial.

LLL:maw

RECEIVED TO SON 711

May 28, 1959

•		
Saint Anthony's Guild Franciscan Monastery	ş	
Paterson 3, New Jersey		
Dear		

Thank you very much for your cordial letter of May 21, 1959. Your thoughtfulness in writing me is very much appreciated, and I am most grateful for your encouraging remarks concerning the appearance of Inspector H. L. Edwards before the group at St. Anthony's Shrine in Boston. Your generous comments are being brought to his attention, and I can assure you he thoroughly enjoyed the opportunity of being with you on this occasion.

It gave me a great deal of pleasure to make the services of Mr. Edwards available in this regard, and I do hope you will not fail to let me know at any time we can be of additional assistance. It is indeed kind of you to remember me in your daily Holy Mass and prayers, and I am very thankful.

With best wishes.

Sincerely yours.

Personnel File of Inspector H. L. Edwards - Enclosure

NOTE: Inspector H. L. Edwards made this talk before a group of priests and professors at St. Anthony's Shrine in Boston on 5-19-59. Mr. Edwards has dictated a memo which includes comments on his talk, and he has received a letter from which is being acknowledged separately.

WHS: jab

LINY & 8 1959

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## Saint Anthony's Guild

Franciscan Monastery

Waliting New Tersey



May 21, 1959

Dear Mr. Hoover:

ĸ.

In my own name and in the name of the young priests and all who participated in the lecture given by Inspector Edwards, I wish to express our profound gratitude and deep appreciation for this wonderful favor.

Inspector Edwards exemplified the ideals we have of the Federal Bureau of Investigation and explained them in an understandable manner. The question and answer period was very well received. Your was an excellent choice in sending us Inspector Edwards.

Our priests asked me to give you their warm good withes to which I add my own and the assurance of a daily remembrance in Holy Hass.

With sentiments of esteem and gratitude and asking God to bless you always, I am

b6 b7C

You	urs de	votadly.		

The Honorable J. Edgar Hoover
Director, Paderal Bureau of Investigation
United States Department of Justice
Washington 25, D. C.

May 25, 1959

Mr. Herbert L. Wiltsee The Council of State Governments 1313 East Sixtieth Street Chicago 37, Illinois

Dear Mr. Wiltsee:

Inspector H. L. Edwards has referred to my attention your letter to him of May 13, 1959, concerning his attendance at the Annual Meeting of The National Association of Attorneys General at New Orleans May 3-7, 1959.

It was most courteous of you to express appreciation on behalf of your staff and The National Association of Attorneys General for his contribution to the meeting and I thank you for the resolution of appreciation which includes reference to him. I wish to assure you it was a pleasure to make Mr. Edwards available, and I know he is looking forward to continuing a liaison with you and the Association in future matters of mutual interest.

Upon receipt of the transcript of Mr. Edwards' remarks, he will promptly review the same and return the draft with any corrections to you.

Sincerely yours,

Personnel File of Inspector H. L. Edwards, with copy of incoming

NOTE: Edwards has submitted a previous memo reporting on his attendance at the meeting referred to in the incoming.

HLE:sak (4)

**DUPLICATE YELLOW** 

#### THE NATIONAL ASSOCIATION OF ATTORNEYS GENERAL

EXECUTIVE COMMITTEE

Areident

Hee Araident RICHARD W. ERVIN PLORIDA

Barteen Regional Chairman FREDERICK M. REED VERMONT

Middestern Regional Chairman HORMAN A. ERBE: 10WA

Southern Regional Chairman BRUCE BENNETY ARRANSAS

Western Regional Chaleman JOHN J. O CONNELL WARRINGTON

Nember et Lorge FORREST H ANDERSON MONTANA CLARENCE S BECK HEBRASKA

JO M. FERGUSON RENTUCKY LOUIS J. LEFKOWITZ

HEW YORK

Phomos Provident

JOHN M. DALTON

MISSOUR1



SECRETARIAT

THE COUNCIL OF STATE GOVERNMENTS

1313 EAST SIXTIETH STREET

CHICAGO 37, ILLINOIS

May 13, 1959

Mr. H. Lynn Edwards
Inspector
Federal Bureau of Investigation
Department of Justice
Washington, D. C.

Dear Lynn:

Within the next week or so we shall be sending you copy of the transcript of your remarks before the New Orleans meeting of this Association earlier this month -- with the request that you make corrections in it and return it so that we may have the proceedings printed.

Meantime, however, I want to tell you again how deeply grateful the members of the Association and we of the staff are to you for your fine contribution to that meeting, and we are happy to enclose copy of the resolution of appreciation adopted at the closing session of the Conference.

With kindest regards and best wishes, I am

Very sincerely,

Herbert L. Wiltsee

Secretary

HLW:rw Enclosure NATIONAL ASSOCIATION OF ATTORNEYS GENTLAND STANDARD New Orleans, Louisiana May 7, 1959

#### RESOLUTION XIV

#### APPRECIATION

The National Association of Attorneys General has indeed been fortunate to hold its 53rd Annual Meeting in the Crescent City, and we are deeply grateful to the State of Louisiana and to our gracious Host and Hostess, Attorney General and Mrs. Jack P.F. Gremillion. Their untiring efforts have made this annual meeting one of the most memorable and enjoyable which the Association has ever had.

We wish to express our thanks to his Excellency, Governor Earl K. Long, for his fine address to our group; and to his Honor, Mayor delesseps S. Morrison, for his warm and gracious welcome and for the impressive tour showing the civic development of New Orleans which he personally conducted.

We also wish to extend our deep appreciation to the Honorable Charles S. Rhyne, Immediate Past President of the American Bar Association, for addressing us on the occasion of our annual State Dinner; and to the Honorable Lawrence E. Walsh, Deputy Attorney General of the United States, for his thought-provoking luncheon address. We are grateful also to Chief Judge Luther M. Swygert, of the U. S. District Court, 7th Circuit; Chief Justice Carl V. Weygandt of Ohio; John F. Floberg, Commissioner of the Atomic Energy Commission; H. Lynn Edwards, Inspector, Federal Bureau of Investigation; William G. Hundley, Chief of the Organized Crime and Racketcering Section, Criminal Division, Department of Justice; and Daniel B. Goldberg, Assistant General Counsel, Port of New York Authority, for their valuable remarks and contributions to the conference program.

To the many fine organizations and individuals of New Orleans -- including the Advisory Committee of Louisiana citizens for this 53rd Annual Meeting; the Krewe of Romany of Baton Rouge and the Krewe of Hermes of New Orleans who presented the fabulous Mardi Gras Ball for us; Mrs. Matilda Geddings Gray; the Oil Industry of Louisiana, and particularly the officers and members of the Mid-Continent Oil and Gas Association, Louisiana-Arkansas Division -- who contributed so graciously to the success of our conference, we express our gratitude and appreciation.

We are grateful, also, to the Honorable Latham Castle of Illinois,
President of the Association, to the Honorable Richard W. Ervin of Florida,
Vice President, and to the other officers and members of the Executive Committee;
to the members of the Association's committees for their conscientious attention
to the affairs of the Association throughout this past year; to the members of
General Gremillion's staff, and particularly to our good friends, the staff of
the New Orleans Office of the Louisiana Department of Justice, for providing our
group with a superb program of entertainment during our meeting; to the members
of the press for their fine coverage of the meeting; to the staff of the
Roosevelt Hotel, and especially to
Hotel, for the consistently fine service rendered to us throughout our stay; and
to the staff of the Secretariat, the Council of State Governments, for their services during the past year and in conjunction with the arrangement and management
of our 53rd Annual Meeting.

BKRn

b6 b7C

June 5, 1959 PERSONAL

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

Under date of May 25, 1959, you prepared an outgoing communication which was found to contain an error. Your failure to detect this mistake and have it corrected reflects a lack of sufficient care in this instance.

Accordingly, you should exercise greater accuracy and thoroughness in the handling of correspondence so that similar mistakes may be avoided.

MAILED 30 JUN 5 - 1959 COMM-FBI

Very truly your

La Zdgay Hoover

John Edgar Hoover Director

1 - Mr. DeLoach (Personal Attention)

1 - Crime Records Division Personnel File

Based on memo Mr. DeLoach to Mr. Tolson 6-4-59 CDD:fml.

Trotter Tele. Room ---Hôlloman .

Office Mem	orandum · UNIT	TED STATES GOVERN	IMENT
to : Mr. Tolse	DIVYNOC	DATE: June 4, 19	
FROM: C. D. De			Belmont DeLoach McGuire
H. LYNN SUBJECT: Error in (	EDWARDS outgoing Correspondence	•	NI Parens
prepared on May 25 State Governments, stenographer incor	letter was <u>dictated by Mr</u> 5, 1959, to 1313 East 16th Street, Chirectly read the address on Sixtieth Street. The letter	The Council of icago, Illinois. The the incoming as Sixteenth	
with a stenographer charged with a revi	r's error and inasmuch as	yped this letter will be cha I reviewed the letter, I wi	•
	ECOMMENDATION: That as the maker of the letter.	•	my
CDD:FML (3) 1Mr. Mohr	fcensurite two Edwards	271	
337	6/5/59 Ju; p	nd	3/1c

June 24, 1959 PERSONAL

Mr. H. Lynn Edwards Federal Bureau of Investigation Washington, D. C.

Dear Mr. Edwards:

Under date of June 18, 1959, you dictated and approved a letter directed to a certain individual and you did not discover an error that appeared in this communication. There was a failure on your part to review it with sufficient thoroughness.

In the future, you should give more careful attention to the review of official correspondence so that you will not be chargeable with a similar error.

Very truly yours.

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du Agsak Rodala

John Edgar Hoover Director

1 - Mr. DeLoach (Personal Attention)

1 - Crime Records Division Personnel File

WN:jma'i

Based on memorandum Mr. DeLoach to Mr. Tolson 6-22-59 CDD:fml.

NOTE: Mr. Edwards is on annual leave and he is due to return to work on 6-30-59.

MAIL ROOM TELETYPE UNIT

Tolson Belmont DeLoach Mohr. Parsons

Rosen

W.C. Sullivan

Tele, Room .

RECEIPT FOR GOVERNMENT PROPERTY

FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

DATE: 6/17/59

returned.
I certify that I have yet / / / the following

Government property for official use:

/98-Key to Room #4543 /98-Key to Room #4545-1 Closet /// Key to Room #4545 /// Key to Room #5264 Closet /// Key to Room #4525 Closet /// Sth Floor Master Key Nurses! Manual #2 Time and Attendance Manual #206

#### READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE 3-M JJJB

Wery truly yours,

H. Lynn/Edwards

Special Agent

## RECEIPT FOR GOVERNMENT PROPERTY FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

May 12, 1959

I certify that I have telefiled the following Government property for official use: returned

Key to Closet (Room 4519)

Hook SA

### READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Typed

H. Lynn Edwards

Signature

fice Memorandum · united states government June 22, 1959 MR. TOLSON C. D. DeLOAG Belmont FROM DeLoach INSPECTOR H. LYNN EDWARDS SUBJECT: Assigned my Front Office On June 18, 1959, Mrs. Edwards dictated and approved a letter to Honorable George W. Andrews. House of Representatives. This was typed by my office. A typographical error was detected in this letter in the Reading Room in that the word "kindness" was spelled "kindess." **b**6 b7C is being charged with a stenographer error. RECOMMENDATION: In accordance with the error program. I recommend that Mr. Edwards receive a letter of censure as the maker of this letter. CDD:FML (3). 1 - Mr. Mohr 10 1 min 124/29 JUN 30 1959

## Office Memorandum · United STATES GOVERNMENT

TO

MR. MOHR

DATE

June 19, 1959

FROM

w. s. TAVEL 5

SUBJECT:

INTERVIEWS BY SCREENING COMMITTEE

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W.C. Substitute
Tele. Room
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In connection with the interviews conducted by the Screening Committee, consisting of Inspectors H. L. Edwards, W. C. Sullivan and myself, we have run into a rather unusual situation in that Inspector Sullivan is on an extended trip on official business and is not expected to return to Washington until about the end of the first week in July. Inspector H. L. Edwards begins three weeks' annual leave tonight and it will, therefore, be impossible to convene even a two-man committee for interviews during the next several weeks. There are several agents who are due for consideration for promotions during this period and I feel that rather than hold up the interviews until the return of Inspectors Edwards and Sullivan, I should go ahead and conduct any necessary interviews during this period by myself. A similar situation may also arise during August since I will be on three weeks' leave during the latter part of that month and Mr. Edwards will be out of town attending an American Bar Association meeting the last week in August.

It is felt, therefore, that on those occasions when two members of the committee are on leave or out of the city, the third member should be authorized to conduct interviews for the purpose of determining the qualifications for advancement of any agents who are being considered for promotions or any other urgent cases necessitating immediate action prior to the return of the two absent members.

Inspectors Sullivan, Edwards and I have conducted sufficient Enerviews together so far so that I feel that all three of us are well acquainted with the thinking of the other members of the committee, their views as to the various qualifications necessary and, therefore, any one member should be able to properly evaluate an agent's advancement potential if necessary to conduct interviews alone. Naturally, if any question arose as to the results of the interview, as to the complete suitability of the agent interviewed, he would be rescheduled for interview by the full committee before a final decision as to appropriate action was made. These interviews by one committee member alone would be held to those instances where the other two members were actually absent from the city and there appears to be an urgent reason for conducting the interview prior to their return.

WST:lae (4) 1 - W. C. Sullivan 1 - H. L. Edwards 13 JUN 26 1059

K. M.

#### RECOMMENDATIONS:

1. That authority be given for me to conduct interviews of those agents who are due for promotional consideration prior to the return of Inspectors Edwards and Sullivan.

2. That in the future, any one of the committee members be authorized to interview agents when the other committee members are absent from the city and some urgent reason exists to conduct the interview prior to their return.

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## SAFE DRIVING RECORD CERTIFICATION

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,	THIS IS TO CERTIFY THAT I PRESENTLY [ HOLD ] DO NOT HOLD A VALID MOTOR VEHICLE OPERATOR'S PERMIT OR DRIVER'S LICENSE.				
٠	PERMIT ISSUED BY: (STATE, TERRITORY POSSESSION, DISTRICT)	7 5	ANIT EXPIRES		
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\*\* "AT FAULT" MEANS ANY CASE IN WHICH THE BUREAU HAS TAKEN DISCIPLINARY ADMINISTRATIVE ACTION AGAINST THE EMPLOYEE.

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(SIGNATURE OF REVIEWING OFFICIAL)

STANDARD FORM NO. 64

## Office Memorandum • UNITED STATES GOVERNMENT

Mr. Tolson

FROM : Mr. DeLoach

SUBJECT: INSPECTOR H. L. EDWARDS

DATE: July 18, 1959

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W.C. Sullivan
Tele. Room
Holloman

I thought you would want to know that Inspector Edwards called me late last evening stating that his father had suffered a heart attack, and he believed he should go to him at once. At this time, we do not know the condition of Mr. Edwards' father.

Mr. Edwards' father is in Room 404 at Memorial Hospital, Johnstown, Pennsylvania.

I told Edwards to take as much time as he needed away from the office and to let us know if we could be of any help. I will keep you advised.

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## Office Memorandum · UNITED STATES GOVERNMENT

TO

FROM : H. L. Edwards

SUBJECT:

DATE: July 22, 1959

W.C. Sullivan Tele. Room

b7C

At 6:10 p.m., today, (7/22/59), I received a call from my wife at home who stated that she had just talked by phone with her brother who is standing by at the Mercy Hospital, Pittsburgh, Pennsylvania, where her father is undergoing major surgery because of stomach ulcers. It appears that in the midst of the operation, complications developed in the main artery preventing the removal of the stomach as was intended. Another specialist had to be immediately summoned and a second incision made in an effort to keep the patient alive. He is still in surgery.

As much as I regret this situation, there is no alternative except to immediately proceed with my wife and daughter to the Mercy Hospital in Pittsburgh this evening.

I will contact you from there as soon as I am able to find out what the situation is. I will be available through the SAC at Pittsburgh.

1 - Mr. Mohr 1 - Mr. McGuire

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SPECIAL DELIVERY

Mr. H. Lynn Edwards 417 Fleanor Avenue Scottdale, Pennsylvania

#### Dear Mr. Edwards:

I am certainly sorry to learn of the physical reverses suffered by Mrs. Edwards' father and by your father, and I hope this note finds them resting comfortably. Please convey to both my sincere best wishes.

In the meantime, I want to urge you to dismiss from your mind any concern over the affairs of the office and take whatever time you desire to be with them.

RGH:hvt. (5)
1 - Mr. DeLoach

Sincerely,

La Edgar Hoover

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